



Present: Katie Blood (HT), Tony Firmin, Nikki Harper, Dan MacIntyre, Fr Ben Eadon, Francesca Urquhart, Ian Beggs

In attendance: Tom Way (Clerk), Fiona Keeling (Deputy HT)

Apologies: Jane Gray, Stephen Berry (Chair), Catherine Wilson

Absent: Fr Martin Morgan (Vice Chair)

Quorum: 7 out of 10 governors were present. The meeting was quorate (at least 50% attending).

Questions from the governors to the HT and DHT are highlighted in **bold**.

1. Welcome / apologies for absence and declarations of interest

[*The FGB meeting was held online via Microsoft Teams*]

Governors accepted the apologies for absence from JG, the Chair and CW.

Governors noted the absence of MM.

There were no declarations of interest for this meeting.

2. Minutes of FGB meeting held on 15.10.20 accuracy / matters arising

The GB agreed that the minutes were an accurate representation of the meeting.

The HT confirmed that they have reviewed the previous ongoing actions prior to lockdown and informed the Clerk which actions are to be kept as ongoing [*see actions below*].

The following actions have been met:

- The HT has circulated a draft of the Strategic Plan 2020-21 to governors
- The Clerk has sent the list of previous outstanding actions to the Chair/HT for review
- The HT has forwarded the H&S incident form discussed at FGB meeting 15.10.20 to the Chair

Matters arising, not otherwise on the agenda:



N/A

ACTIONS

2.1 HT to look into the possibility of setting up a school noticeboard – **ongoing (action to be resumed after the mural has been completed)**

2.2 NH to discuss the possibility of the school's digital media presence with their brother/company after FGB meeting 05.03.20 – **ongoing**

2.3 HT to look into the requirements for the Accounts governor role and to pursue this further after Easter

2.4 NH and DM to book onto Finance training on BEEM

2.5 Governors to send ID photos to the Clerk to compile and pass on to Amy Charlton for badges

2.6 Governors to email their new declaration of interest forms to the Clerk

3. Headteacher's 'School at a Glance' Report, Progress on the SIP

The HT confirmed that they had recently circulated the report to governors and that it is largely similar to the previous report except that there were a few updates about recent changes included in the opening section. The HT provided a summary as follows:

- The school has appointed a new Admin Assistant and they will most likely begin in the role after Xmas
- Yr2 Phonics screening has been completed, 7 out of 12 or 58% passed (each child is worth 8%), progress rate has been good and could be up to 80% pass rate at the end of Yr2
- The process for next Summer's tests has been updated for all year groups, the school is on track for this – the Year 4 Multiplication test is now optional but we will still participate. There are no Year 2 tests but teacher assessments still have to be submitted. The year 6 SPAG test has been dropped.

The HT advised that Yr1 and Yr2 classes will be combining as Ms Rhodes has been on a temporary contract and is leaving after Xmas, so the class of thirty will be run by two job-share teachers, an almost full time TA, a full time INA and a Learning Mentor three days a week.

The HT advised that there had been an Ofsted visit today which was not an inspection but a fact-finding visit, and that they had refused their entrance to the school building on account of the current coronavirus situation and persuaded them to conduct the visit online instead. The HT talked to them with other staff about safeguarding, the curriculum, behaviour and online learning, and Ofsted advised that they will send a letter regarding the results of their visit, and that the results from all schools will be collated and published online. There was a brief general discussion around this.



The HT advised that they will have to review how much further they can get with the SIP in the new year.

Regarding the three fixed-term exclusions, have there been any new factors that have contributed to this?

The HT advised that there had not been any new factors but that the 2 children who had been excluded were new to the school this year. However, this is not an unusual situation for the school as there have always been children with challenging behaviour.

NH commented that attendance is very good at 96.3%.

Has there been any feedback from parents around the Yr1 and Yr2 classes merging?

The HT advised that so far this has been very limited, and that they had discussed it directly with one parent with prior concerns who has been reassured by the conversation, and that another set of parents had expressed shame at Ms Rhodes leaving, but that no one else given feedback and it has been okay so far. The HT further advised that the letter informing parents of the changes went out last Thursday and that there might be a bit more feedback to come.

Will there be an opportunity to do a review of the classrooms merging to see how it is going?

The HT advised that they expect to do a review at the end of January/early February which will include teachers too, and that they will encourage feedback from parents if they would like to provide this.

FU offered their thanks to the HT and all staff for managing this whilst dealing with the current circumstances and for adhering to the restrictions regarding the Ofsted visit. All governors agreed and congratulated the staff on their hard work and commitment to attendance and noted that an attendance rate of 95%+ in these circumstances is an excellent statistic.

4. Governor Monitoring/Training

Governors agreed to postpone this item as the Chair was currently off sick.

The Clerk advised that governor support had highlighted that the Equalities and Training & Development governor roles were still to be filled.

NH self-nominated for the Equalities governor role to which all governors agreed.



Governors agreed to postpone the nomination of a Training & Development governor until they had discussed it with the Chair.

Is it possible to link the various governor's roles responsibilities with the SIP?

The HT agreed that it can feed in to this and guide governors to ask questions. There was a further discussion around this and how a more formal plan could be put in place that will link everything together.

5. Committee Reports/Plans

The report on the Resources committee was postponed as the Chair is off sick and governors confirmed that they had no issues to raise relating to the minutes.

TF gave a summary of the recent T&L committee and advised that governor monitoring has regrettably ground to a halt due to the coronavirus situation. TF also advised on the following:

- TF was reappointed as the T&L committee chair
- TF will meet with the HT next week to discuss action points
- There is a lack of teaching data currently and it has been difficult teaching at the moment
- Governors have offered a big thanks to every member staff at the school for keeping things going

BE confirmed that they had read the actions in the minutes that related to them, and there was a further discussion regarding governor visits.

Is it possible to provide an action plan or list of governors' potential visit dates?

The HT advised that they can provide this if the situation allows for it, and there was a further discussion speculating on the possibility of these taking place in the Summer term. The HT further advised that governors could suggest times and dates for when they would like to come in for monitoring and meetings with relevant staff to help construct a plan. FU suggested that if there are points in the year when the link staff member has something specific to do then that can be a good time to arrange a visit so that work isn't doubled up e.g. Safeguarding audit.

ACTIONS

5.1 Governors to suggest times/dates for monitoring visits and the HT to provide a list of potential governor visit dates for the Summer term



6. Health & Safety

The HT advised that there should be a termly premises inspection taking place with JG but that this has not been possible currently, and that there have been no other HS2 forms this term besides the previously discussed coronavirus-related incidents.

7. Feedback from governor training/school visits

Governors confirmed that no training or school visits have taken place.

8. Urgent business not on agenda

DM confirmed that Facebook advertising for the school admissions group had taken place with a budget of £120, and that in the first round of advertising there had been 3,500 impressions with 19 engagements per £7-8 of the budget. The HT thanked DM for doing this, and there was a brief further discussion around this.

How busy has the parent/toddler group been and could potential admissions arise from this?

The HT advised that it had been fairly busy, mostly with siblings of children already attending at the school, and that it is a good group but perhaps doesn't attract many new pupils.

There was a broader discussion regarding the end of term.

BE closed the meeting with a prayer.

The meeting closed at 6.55pm

Signed*[authorised electronically by the FGB in the Chair's absence]*... Chair of Governors

Date...04.03.21.....

The next FGB meeting will be on Thursday 4th March 2021 at 5.45pm