



Present: Katie Blood (HT), Tony Firmin, Nikki Harper, Fr Ben Eadon, Catherine Wilson, Ian Beggs, Dan MacIntyre (temp Vice Chair),

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

Apologies: Jane Gray, Fr Philip Kennedy

Absent: Stephen Berry (Chair), Francesca Urquhart

Quorum: 7 out of 11 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 and PK.

There were no declarations of interest for this meeting.

DM agreed to temporarily Chair this meeting until item 3.

2. Minutes of FGB meeting held on 05.05.21, governors' meeting 23.06.21 accuracy / matters arising

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

The following actions have been met:

- The HT and NH have liaised further regarding putting posters up and NH has posted these in all of the property blocks that they manage
- Governors agreed to remove the action regarding arranging monitoring visits for the time being
- DM has tried contacting SB about continuing in the role of Chair and has not heard anything



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 HT + DM**

2.2 DM to book onto Finance training on BEEM for November

2.3 IB and the DHT to send their new declaration of interest forms to the Clerk for the school year 20/21 – **ongoing**

3. Election of Chair & Vice-Chair, Structure of Governing Body

Structure of governing body

The HT advised on the history of the committee model of governance and the FGB, and that this is less effective now as the number of governors have dropped, and that they'd like to have a group decision regarding continuing to have FGB meetings and committees separately or only having FGB meetings more frequently going forwards.

The HT shared their screen to governors and presented their draft proposal for an FGB-only meeting structure. The HT gave a breakdown of the proposal and the timetable of what would happen at each FGB meeting in relation to the annual schedule e.g., finance requirements, SIP, data etc. The HT further advised that there would be between 7-9 meetings a year potentially (allowing for extra finance meetings if required) and that these would be 2-hour long meetings, and the HT gave a further explanation of smaller things relating to the meeting and the governance roles to be reviewed.

The HT asked for feedback and for governors to decide on what model they'd like to go with.

TF suggested that committees are not useful at the moment due to the low numbers of governors in attendance and proposed that the FGB tries the new model for one year. BE agreed that is a more useful and effective way of operating, and thanked the HT for the clear proposal document. NH suggested that resources and teaching can't really be separated in the current climate and that it makes more sense to do one meeting covering both and that they would also prefer to be involved in both aspects. BE suggested that this document will be more useful for helping governors to focus their monitoring visits too. DM suggested that it is a good structure and that it makes logical sense.

We're currently looking at governor monitoring going forward, but will there be any role for the governing body in looking back over the last year?

The HT advised that this will be discussed in item 4 of the agenda for this meeting.



All governors agreed unanimously on switching to the FGB-only meeting structure.

Election of Chair and Vice-Chair

The HT advised that SB has not contacted the governing body since January which has been 6 months and that governors have the choice to terminate his role as a governor now. There was a further discussion around this and the HT asked for governors to decide on whether to terminate SB's role as governor now.

All governors agreed to terminate SB's role as governor.

The HT advised that they will send an informal thank you to SB for their services to the governing body via post and asked the Clerk if they can investigate what the process is for formally ending someone's role as a governor.

DM advised that there had been a discussion around the role of Chair and Vice Chair prior to the meeting and that the proposal is for BE to take on the role of Chair given their previous experience, but that it was not intended that they would be doing this on a long-term basis and the HT advised that it is not ideal for an ex-officio governor to be Chair but that this is possible.

The HT asked if any other governors wished to nominate themselves as Chair and there were no other nominations.

DM nominated BE as Chair and the HT seconded this.

All governors agreed unanimously to BE taking on the role of Chair.

DM confirmed that they are stepping down as temporary Chair for this meeting and as temporary Vice-Chair for the governing body.

The Chair confirmed that TF is willing to stand as Vice-Chair, and asked if anyone else wished to stand for this role, and there were no other nominations.

The Chair nominated TF as Vice-Chair, and the HT seconded this.

All governors agreed unanimously to TF taking on the role of Vice-Chair.

The Chair and Vice-Chair were welcomed to their roles by all governors.

The Chair advised that there is lots of work to do on the governing body, and that it is a case of making sure that the governing body can be as good as it can be to help the fantastic teaching staff. The Chair thanked the HT for their meeting structure proposal document and advised that they will contact governors separately regarding governance



roles for September. The Chair commented that everyone on the governing body is very passionate about the school as are the SLT and that they are looking forward to working hard for the school moving out of the challenging previous 18 months.

ACTIONS

3.1 Clerk to investigate what the process is for formally ending someone's role as a governor

4. Headteacher's 'School at a Glance' Report, School Development Plan for next year

The HT advised that they haven't fully updated the School at a Glance report as a lot of things have not been able to happen recently. The HT further advised that going forwards they will ensure that the end of year data is fully prepped for the beginning of July.

The HT advised that for attendance most classes are above 95% for the year and that this is phenomenal for the school. The HT also advised that in regards to Phonics, although there has been no official testing this year, they have done some tests and these have been particularly poor, which is partly due to the way the year has been and it would probably have been better in a normal year but this is an area of concern now and will continue to be a focus on the improvement plan.

Attendance was a key concern previously yet it seems to be resolved now, is there any reason for this?

The HT advised that it might dip again as things go back to normal and that there have been more persistent absentees and the data has not been as reliable due to Covid. Attendance will still remain a key part of the improvement plan. NH suggested that it may be due to people not getting the usual colds/coughs and that holidays haven't been happening as much.

The HT advised that they wanted to do more school trips and events as per the curriculum which hasn't been happening, but that Years 3, 4 and 5 went to Drusillas Park which was great and went well, and they sent a big thank you to the school staff for complying with the extra risk assessments involved. The HT advised that Year 6 have done an into-university experience run by a charity to help children think about their future and university, and that Years 2, 3 and 4 went to a climbing/problem-solving centre which was great, and the general aim has been to do a few extra trips to try making up for the year, and there was a broader discussion around this.

The HT advised that in regards to the School Improvement Plan there has been lots done considering the year that the school has had. Next year there will be a focus on teaching Christian values through the curriculum and ensuring the transition to year 1 is smooth for pupils in Reception.



The HT also advised on class structure going forwards - there will be mixed 3/4 and 4/5 classes but all other classes will be single form entry. NH suggested that in relation to the ongoing class numbers problem that there is a huge development going down at New England Road which will involve long-term secure rental properties with potential families living there, and the HT agreed that this could be useful and they are hoping that more children will attend the school as a result of this.

The HT advised that attendance is still a focus, as well as looking at SEN systems to help aid independence, improving collective worship and a partnership with the Church, the upcoming SIAMS inspection, marketing the school and making the school look better, and the HT advised that they will share the full SIP plan at the September FGB meeting in the new year. The HT further advised that they and the DHT had a meeting to go through the SIP plan properly for the first time in a while and that they have good feelings and are excited about it and implementing it next year.

The Chair advised that in regard to growing partnerships with the Church that for collective worship next year they are looking to return to Church at least two times every half term and to hold the rest in the school, and that this will help strike a balance between teaching time and allowing for more communal engagement between all pupils. The Chair also advised that for food bank provision the church and school are beginning to work together in attracting donations and reaching people who need it, and that the Church is also going to be recruiting a new director of music and they can expand this role to cover a school choir too at no cost to the school.

The HT asked governors if there were any more questions and there were none.

5. Health & Safety

The HT advised that they had nothing additional to report for this item and that there will be a section included in the School at a Glance report for this going forwards.

Will it be necessary for there to be a review of the school under covid and the impact on staff and pupils and if any more support is needed for this or are you happy to move forward?

The HT advised that there is a small grant for wellbeing that they can bid for, but that otherwise the concern about doing a post-covid review is that the school can't afford to offer any more support on this currently. The HT advised that there are noticeable effects of this and that it is an ongoing issue, and there was a broader discussion around the general effects and circumstances whilst trying to move forward.

What do we do as a FGB regarding this?



The Chair suggested that they and the HT discuss this soon and prepare something more formal for the first meeting of the new school year. NH advised that they are a mental health first-aider and that they have done resilience training and that they can share this training and signpost others to helpful resources. TF agreed that the problem with preparing a questionnaire for parents and pupils is that they can't afford to follow through with any support on this. IB advised that if there is anything in the way of resources to signpost to staff directly that they would be the best person to pass this on. DM advised that they would be happy to put resources into a staff survey if it was agreed as the way forward.

Would it be appreciated by staff if governors came to them with a survey?

The DHT advised that it would depend on the outcome of this and what could potentially make a difference, but that it could also be a case of doing the small things e.g. prior to lockdown the SLT did crumpets for all staff occasionally, and all gestures are appreciated and the staff like knowing that the governors are thinking of them. The DHT also advised that governors occasionally attending staff meetings when it is possible again is helpful. There was a general discussion around this.

ACTIONS

5.1 HT/Chair to meet and discuss a post-covid survey before the new school year

6. Feedback from governor training/school visits

NH advised that they had attended an anti-racism meeting two weeks ago which they found very interesting and they suggested that it be a standing item on the agenda about how the school is tackling racism and what the plan is. The HT advised that they have been addressing recent events relating to football in the classrooms, and that the school is lucky in that it is very multi-cultural. The HT further advised that they will have a further discussion on this soon as the current meeting is running past time and that this will be included in the SIP moving forwards.

The Chair advised that they had attended SIAMS effective self-evaluation training on 30th June.

7. Urgent business not on agenda

The Chair requested that their thanks to SB for their time as a governor be officially recorded here and that they had offered a very valuable service, and they also offered their thanks to DM for willing to be a temporary Vice-Chair in the interim period, and they asked the HT to pass on their thanks to all staff in the school for a very challenging year and they hope they all get a good rest over the summer break.



The HT advised that they had received a request from a parent to remove their child from RE lessons and from Sex education, and the HT gave a further explanation of circumstances and asked if the Chair would be able to discuss this with the family regarding their reasons and show that only 50% of the curriculum consists of Christianity, and the Chair agreed to this.

ACTIONS

7.1 Chair to discuss a family's request for their child to be removed from RE and Sex Education lessons directly with them

The meeting closed at 7:26pm

Signed*[signed copy kept in school office]*... Chair of Governors

Date.....

The next FGB meeting will be in the new school year at a date to be agreed.