

Haslingfield Primary School

Minutes of the Governing Body Meeting

Held via Zoom, at 5.00pm on 20th July 2021

Governors present: Graeme McLeod (Head), Paula Durrant (PD- Chair FGB/Standards), Jenny Reavell (JNR- Chair Resources), Janet Reinemann (JR), Tim Robinson (TR), & Poppy Short (PS)

Also in attendance: James Haywood (Incoming Headteacher) & Kathleen Baptie (Clerk KB)

1. Welcome & Apologies

Apologies received from DP & CB.

2. Nomination of PD for re-appointment as LA Governor

Following a mis-communication from Governor Services, which has since been rectified, PD was nominated for re-appointment as LA Governor. This was supported by JNR, & 2nd by JN.

3. Matters Arising and Approval of Minutes of the FGB meeting 26/04/21

There were no matters arising and the minutes were approved.

4. School Budget 2021/2022 (JR/JNR)

• **SFVS (School Financial Value Standard)**

JNR explained purpose of the SFVS to benchmark our spend against National and local schools of a similar size providing a checklist to assure resources are being managed effectively and flag areas for attention.

JNR has hand over meeting with GM & JH on 26th July '21.

5. Ratification of policies

The following policies were distributed to Governors for ratification prior to the meeting. Questions/comments raised by the governors were addressed in advance of the meeting and are appended to these minutes. ⁱ

Safer Employment policy

Equality policy

Prevent Strategy

Site Security policy

Freedom of Information policy

6. Headteacher – School Evaluation 2021 – brief overview

GM summarised assessment results received from teachers.

Recognition that Covid has had an impact for some children.

School is implementing an action plan to address the areas identified.

GM advised on the difficulties in evaluating the impact of the Tutoring

Programme as results can only be compared with peers. Teachers have

observed positive results from the Tutoring Programme in pupil's work and confidence. The Tutoring Programme is currently in place until December 2021 and will focus on the cohorts in Year 1 and 3.

Governor Q: Why are there no SEN results for Year 1 children?

GM: The Year 1 experience has been markedly different from the rest of the school and therefore the data cannot be used as an accurate measure. However their progress is discussed in Pupil Progress meetings using peer to peer analysis.

7. Safeguarding

GM reported on the Governors Safeguarding Audit undertaken by PD and JR on 30th June 2021. SCR training was undertaken by GM, BD & KB and PD. SCR up to date. Further safeguarding checks will be required for the peripatetic teachers when they return in September 2021. Staff and governors will need to read and sign Safeguarding policy on annual basis. **ACTION**

8. Governor Update

Membership

PD thanked TR for his work and attention to detail during his term of office, especially with HT recruitment. Noted JNR's term of office expires in September 2021.

Current governor vacancies include one parent governor and 3 co-opted Governors. There is current interest in the parent vacancy and an advertisement in place to recruit new governors.

Training

PD has completed; Safer Recruitment, SEND, HT Appraisal and SCR.

Governors commented that LA training courses are limited in number and booked quickly.

Visits

TR has undertaken curriculum visits in the summer term with DP as Curriculum lead and with CK as SENCO and SC as Maths lead. TR reported positive comments on the support children received during lockdown.

PD met with LL (Early Years) in the summer term to look at how children were engaged during lockdown and discuss any areas identified in impacting learning. PD noted that she got a sense of how Early Years is delivered in the school.

JR reported on Safeguarding visit with PD. An LA audit form was completed as part of the visit. It was recommended that all Governors attend Safeguarding training as a priority. **ACTION**

PD will produce a work cycle plan and Governance calendar in the next few weeks and circulate. **ACTION**

<p>PD thanked GM on behalf of the Governors for the loyal and dedicated service he has given to the school, prioritising the children’s needs. It was noted that this was not the way the Governors had hope to say farewell but as GM is currently isolating, it is planned to arrange an assembly in September when the pupils, staff and Governors will be able to say farewell in person.</p> <p>Meeting closed at 7.30 pm</p>	
<p>ACTION PLAN- NEXT STEPS</p> <ol style="list-style-type: none"> 1. Staff and Governors to read and sign that they have read and understood the Safeguarding Policy 2. All Governors to attend Safeguarding Training 3. Chair to circulate Governor Calendar and work cycle plan 	<p>Autumn Term 21</p> <p>Autumn Term 21 COMPLETE</p>

ⁱ Policy questions