



Local Governing Body Meeting

Wednesday 20<sup>th</sup> January 2021 at 7pm

Teams Meeting

**PRESENT**

Sophie Hankinson – Chair SH  
 Marc Goodliffe – Exec Head MG  
 Sam Petchey- Head of School SP  
 Thomas Smith TS  
 Marian Marsh MM  
 Jo Hutchinson JH  
 Rebecca Millin JM

**ATTENDING**

Sarah Rankin – Clerk SR  
 Constance Tyce – Link Trustee CT

**ACTIONS challenges DECISIONS**

**1. WELCOME, APOLOGIES AND DECLARATIONS OF INTEREST**

	<b>ACTIONS</b>
The Chair welcomed Governors to the meeting. There were no declarations and no apologies.	

**2. MINUTES 4<sup>th</sup> NOVEMBER 2020 and MATTERS ARISING**

	<b>ACTIONS</b>
The minutes were checked for accuracy, approved and will be signed as true and accurate record of the meeting.	
<p><b>Matters arising:</b>  <u>Website:</u> SH and TS both wrote to the Trust with regard to the school website. MG and SP have already met with the Primary Executive Head at Synergy and the urgency of the website was discussed. The issue will be pushed at a meeting with the CEO of Synergy which is taking place next week. SP acknowledged that the website is much improved and up to date, but all updates still have to go via the NNAT IT department.  <b>CT asked whether a blog was being published.</b> SP advised that the blog is now published on Facebook, which is not currently linked to the website. SP added that the Facebook page is proving very successful with regular posts on wellbeing and supporting remote learning. SP noted that posts are getting a lot of views and being shared. It was agreed that the Facebook page is really selling the school.</p>	



Governor Monitoring plan: This is still outstanding. MG will draft a plan, to include a governor audit of the website. It was felt that this should be a six monthly task to ensure compliance. SH agreed to do this.

SEND: MG confirmed that there are 10 SEND children this year.

Persistent absence: the data has been amended with correct coding. Persistent absence is not an issue.

Parents forum online: This has been discussed by SP and MG, and is planned for 16<sup>th</sup> March.

White Rose Maths Training: It was advised that Governors can attend the training, but SP flagged the value of in class training once lockdown and restrictions are lifted.

Children’s wellbeing: SP carried out a recent pupil survey on children’s attitudes to Read Write Inc and White Rose Maths. Results reveal all ages are enjoying the maths, but that older children are less keen on Read Write Inc, indicating the need to stretch more able learners. It was evident that children were finding the school day very long last term. The reintroduction of Forest School has helped support Dragonfly class. SP noted that when children return to school, the focus will be on wellbeing and mental health with a kind, compassionate and positive approach from teachers.

**Governors asked how remote learning is being monitored.** SP advised that a questionnaire had been carried out, and some children are engaging well and enjoying remote learning, others are not. SP reported that staff have embraced online learning and that their positivity has been phenomenal.

**Governors acknowledged there is much to celebrate and be proud of, and thanked SP for her efforts. Governors were impressed by the teamwork and strong, thoughtful and strategic leadership. Governors asked that their appreciation for everything staff are doing be passed on.** SP will pass on Governors thanks to staff.

*Jo Hutchinson joined the meeting at 7.25pm due to connection issues.*

RM added that although staff are working remotely at present, she feels very much part of a team. RM reported that communication is excellent and that staff feel part of every decision.

Wellbeing Policy: JH is still to look at the policy and report back.

**CT asked whether this was thought to be an appropriate time to run a staff workload survey.** SP thought that this was a good time, and that this could be a sixth monthly task to keep track of staff wellbeing. It was agreed that a simple survey would be circulated to staff by the Chair, to include the offer for private discussion and links to support. CT reminded Governors that there are links to a number of sources of support at the end of the Wellbeing policy, and that Educator Solutions are running a live training session on Wednesday 27<sup>th</sup> January at 6pm.

**TS asked RM whether any forums are held for staff.** RM advised that emails are circulated to staff prior to meetings, but often there is no response. TS suggested that a short Teams open chat meeting for staff would be beneficial. TS will help RM set it up.

SP

TS/RM



**3. EXEC HEADTEACHER AND HEAD OF SCHOOL'S REPORT**

	ACTIONS
<p>SP reported the following:</p> <ul style="list-style-type: none"> <li>• 64 on roll, 14 PP and 10 SEND</li> <li>• Following lockdown on January 5th , first 3 days work was set to allow time to plan for live lessons from January 11<sup>th</sup>.</li> <li>• Maths – live 20-30 min lessons. Working really well.</li> </ul> <p><b>TS flagged that parents are struggling with English and asked whether English could be a live lesson too, or alternated with maths.</b> SP will think about whether English can be streamlined, and will look at end of year expectations.</p> <p><b>Governors asked whether anyone drops into the live sessions to monitor the quality of teaching.</b> SP explained that she felt that this would be demotivating for staff. SP does have sight of teachers’ pre-recorded welcome meetings and lesson plans. SP is also able to monitor quality through feedback from parents. MG confirmed that the school is following the guidance on remote learning issued by the DfE.</p> <ul style="list-style-type: none"> <li>• Teachers are sharing ideas and best practice which is building confidence.</li> <li>• The school is being very transparent and involving and communicating well with parents</li> <li>• Positive feedback regarding Bug Club, the circulation of the timetable for the following week on a Friday giving time to prepare over the weekend, pre-recorded welcome and live lessons.</li> <li>• Negative feedback includes adjusting to using Teams, difficulty in handing back work and inexperience at using Assignments.</li> </ul> <p><b>Governors asked whether activities are sent to the children to encourage outdoor activities and time away from the screen.</b> SP liked the idea of a daily challenge and will try to incorporate activities, but reminded Governors than only one full week of remote learning had been completed.</p> <p><b>Governors voiced concern that not enough social interaction is taking place.</b> SP advised that a live drop in session is being held from 2.30-3.00pm for any children experiencing difficulties or needing clarification on any work set.</p> <p><b>Governors suggested that this slot could be used as a nurture group, and that the teacher could read a story, or the children could present show and tell. Governors asked SP to consider whether TAs could run smaller groups for live nurture meets each week.</b> It was noted that this contact would help transition back into school too. SP advised that a nurture group is being run next week for PP children, and if it goes well it could be extended to more children.</p> <p><b>Governors asked whether there are any issues with families accessing remote learning.</b> SP advised that 4 laptops have been sent out, and that 16 Chromebooks have been purchased and are arriving tomorrow. It was also reported that the school has been gifted a laptop by a very generous local.</p>	<p>SP</p>



SP confirmed that most children are engaging online, however it is inevitable that some children will struggle. Twice weekly telephone calls are made to those families where the child is not engaging. It was noted that compassion and understanding are required, and acknowledgement that this is a tricky time for people.	
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#### 4. OFSTED ACTION PLAN

	ACTIONS
<p>MG advised the following:</p> <ul style="list-style-type: none"> <li>• SEF is currently being written and will be complete by Easter</li> <li>• Governors were reminded that a second VNET review is scheduled for March, with a full day consultancy in April.</li> <li>• MG confirmed the aim is to be out of special measures next year. It was acknowledged that the current situation is holding progress back.</li> <li>• The RSC were pleased with the progress made at the meeting in December. This was communicated to Synergy.</li> <li>• The SIDP was circulated in advance of the meeting. There were no questions from Governors.</li> </ul>	

#### 5. GOVERNOR MONITORING

	ACTIONS
Postponed to the next meeting.	

#### 6. SAFEGUARDING

	ACTIONS
SH reported that monitoring of safeguarding was done remotely due to Covid restrictions. She has been assured by SP that the Single Central Record is up to date and that there are no safeguarding issues to report. SP reported that the Trust have contacted the LA for a safeguarding audit, which is scheduled for 9 <sup>th</sup> February.	

#### 7. MANAGEMENT COMMITTEE REPORT

	ACTIONS
<p>MM reported on the inaugural Management Committee Meeting which took place on 19<sup>th</sup> November. Key points:</p> <ul style="list-style-type: none"> <li>• TS was appointed Vice Chair, and volunteered to attend the monthly finance monitoring meetings</li> <li>• JH will carry out a staff workload survey</li> <li>• The Risk Register has been completed. There are a large number of actions. TS strongly suggests increased delegation by the HOS</li> </ul> <p>MG advised that TS, SP and MG had met with the CFO to discuss class structure options for 21/22. It was noted that there is a difficult financial year ahead due to lagged funding.</p>	



**8. WEBSITE**

	ACTIONS
Discussed above.	

**9. UPDATE FROM NNAT**

	ACTIONS
<p>CT reported the following:</p> <ul style="list-style-type: none"> <li>Trust merger now confirmed with due diligence taking place. Likely to be finalised by the start of the new academic year. SH to circulate letter from the Trust to Governors.</li> <li>The 'northern hub' will be maintained.</li> </ul> <p>MG reported that 2 meetings have already taken place with the primary network. MG considers the merger will be beneficial to Antingham. MG advised that a maths lead and an English lead are being appointed.</p>	SH

**10. A.O.B.**

	ACTIONS
None.	

*There being no further business, the meeting was closed by the Chair at 21:00*

**Date of next meeting: 10<sup>th</sup> March 2021 at 19:00**