

**Local Governing Body Meeting****HELD ON TEAMS****Wednesday 9th March 2022 at 4.30pm****PRESENT**

Constance Tyce – Chair CT
Sam Petchey- Headteacher SP
Jack Branford JB
Robin Gainher RG
Gill Pegg GP
Sia Vare SV
Neil Rowe NR

ATTENDING

Sarah Rankin – Clerk SR
Miles Elcock ME

ACTIONS challenges DECISIONS**1. WELCOME AND APOLOGIES**

| | ACTIONS |
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| The Chair welcomed governors and incoming Head ME to the meeting. Introductions were made. There were apologies from LT. JC was absent. | |

2. DECLARATIONS OF PECUNIARY INTEREST

| | ACTIONS |
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| None. | |

3. MINUTES OF THE MEETING OF 19th JANUARY- ACCURACY

| | ACTIONS |
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| The minutes of the meeting of 19 th January were checked for accuracy and approved. | |

JB joined the meeting at 16:44**4. HEADTEACHER'S REPORT**

| | ACTIONS |
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| SP presented governors with a verbal report: | |
| Pupils on roll: 61 Three children have left the school to attend Suffield Park, and two children have joined the school. Governors asked why the children left. SP advised that the children are all from the same family, and that the mother had secured a | |

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| job at Suffield Park. The logistics of getting the children to school were too challenging. | |
| Pupil premium: Numbers remain the same – 3 children in Year 3 and 10 children in Year 5. | |
| SEND: There are 3 children currently with EHCPs. Two further applications are in process. Should these new applications complete, the school's SEND picture will change considerably. The Head discussed the importance of supporting the SENDCo when she will be interviewed by Ofsted. SP suggested that she prepares a paragraph to give the full profile of the school in readiness for the meeting. SV is due to visit her this term. | |
| Exclusions and behaviour: SP reported that an internal exclusion for 1 day has been issued. It was noted that this is the first exclusion issued during SP's tenure at the school. Mental health needs: four children are presenting concerns. The school has been proactive and purchased a package of mental health support which will provide six half days of support. In addition, Emma will be providing 3 hours a week of art therapy which will be beneficial to these children. Governors asked if the support package can provide training for staff on how to deal with the issues on a daily basis and ensure consistency of approach. SP reported that conversations had been held with the LA Inclusion team who will be able to put some relevant training together. | |
| Staffing: Current challenges due to staff illness were discussed. Governors acknowledged the continued stresses put on all staff by the current situation. The forthcoming staffing uncertainties in nursery were raised. It was confirmed that RM's post has been readvertised, but the Head acknowledged that this may not be filled until May half term or even September. | |
| Covid: currently 6 cases in school. Open Doors has been postponed to the summer term. | |
| SATS: Adrian is running sessions a couple of times a week for Year 6s. | |
| Outdoor areas: SP advised that staff are keen to get parents into school to help maintain the outdoor areas. The flowerbeds in front of the school were flagged as an area which could be worked on immediately. | |
| Primary Lead's visit: the note of visit was circulated to governors prior to the meeting. The Chair congratulated the Head on the extremely positive report which reflected the considerable progress achieved since the last visit in June. The Head noted that, given the pressures everybody is under currently, she has not been pushing the subject leads, rather adopting a nurturing 'drip drip' approach. Governors agreed that it is crucial to look after staff in order to get the best out of them. | |

5. SIDP UPDATE

| | ACTIONS |
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| No change. Governors will arrange to meet with subject leads as time allows and when pressure eases. SP highlighted Adrian's History subject lead presentation to RL | |



as an excellent model for all subjects. SP will encourage Adrian to follow the same format for Geography and RE.

6. BUDGET - RG

| | ACTIONS |
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| <p>RG reported that the budget is being well-managed with no major issues. Upcoming concerns with supply teacher costs due to Covid absence and energy price increases were noted. RG reported that the Trust is revising the energy budget in line with national increases. Governors were circulated a summary of the accounts prior to the meeting. RG advised that, due to issues with the new Star accounts system, detailed accounts were unavailable. This will be remedied for next month's accounts.</p> <p>GP reminded Governors that the Trust agreed the school's deficit and asked how the school is working towards reducing it. RG advised that the CFO is not concerned about this at the moment. It was acknowledged that the LGB has a duty to ensure that the deficit is reduced.</p> <p>It was reported that the CFO advised that the incoming Head will have an increased teaching load of 3 days. Staff and Governors were not aware of this and raised concerns about the impact this would have on the running of the school. CT contact RL Primary Lead to discuss.</p> | CT |
| <p>It was agreed that Finance would be an agenda item for all meetings. The Chair thanked RG for all his hard work preparing his report.</p> | |

7. GOVERNANCE

| | ACTIONS |
|---|---------|
| <p>Monitoring programme – Spring Term:</p> <ul style="list-style-type: none"> Meetings with subject leaders will take place at an appropriate time. Governors to organise. Governors will talk to children when they come in to meet with subject leads SEN meeting with SV and GL taking place this term Safeguarding visit took place on 11th Feb. Parent governors attending parents evening. Governors discussed whether there is a confidentiality issue here. CT to investigate. | CT |
| <p>Attendance report – RG:</p> <p>Report circulated prior to the meeting.</p> <p>NR raised concerns about the disruption caused by the persistent lateness of certain children in the morning. SP is addressing this.</p> <p>RG was thanked for his input.</p> | SP |
| <p>Safeguarding:</p> <p>The Annual report was circulated prior to the meeting, along with a list of actions and the CPOMS report.</p> <p>The list of actions was reviewed. It was confirmed that these arose from the annual safeguarding report and the SCR audit, carried out with Lynne. GP will continue to work on the actions with ME.</p> | |



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| Staff governor vacancy. SP to speak to staff at an appropriate time. Community governor vacancy. CT and ME to meet with a local lady who has expressed an interest in the role. Vice Chair – this role is also vacant following MM's departure. To be discussed at the next meeting. | CT and ME |
| This being the last meeting for the outgoing Head, the Chair thanked SP for all her hard work and dedication to the school over the past two years. | |

There being no further business, the meeting was closed by the Chair at 18:00

**Date of next meeting:
Wednesday 11th May 2022 at 4.30pm**