

**Minutes of Full Board of Governors Meeting
Wednesday 31 March 2021, 6.30pm via TEAMS**

Present: Louise Clarke, Pam Clinton, Dave Davies, Marjorie Dean (Headteacher), Kathryn Doody, Mark Goossens, Zanna Patchett (Chair), Gemma Range

In attendance:
Jane Thirlaway - Clerk

616/21 Apologies for absence
Apologies were accepted from TD.

617/21 Declaration of Pecuniary Interests
No interests were declared.

618/21 Minutes of last meeting
Approved and signed as an accurate record.

619/21 Matters arising from previous minutes
There were no matters arising.

620/21 Standards & achievement

There was no Spring term data available due to the Covid lockdown and remote learning. MD gave a brief overview of end of Autumn term progress but stressed this was not a guarantee of where the children would be now as there is disparity in what the children had covered at home and what progress has been made. See HT's report for further information.

Governors asked when assessments would be taking place. Although assessments are ongoing feedback for parents would be available towards the end of the first half of the summer term in time for parents' evenings.

Catch up plans were already firmly in place with each teacher deciding which resources to purchase using the 'catch up' grant to best suit the needs of their children.

Governors asked whether there was any context on other schools and how they had found the remote learning. A report had been published by Juniper Education which showed a variation in learning gaps between schools, the study found the younger the child the bigger the impact. The younger children would benefit from play based social learning. There had been a focus on re-establishing routines to support children to settle back in and wellbeing issues were being addressed. Governors noted that this had also been a challenging time for parents and some workshops to help parents facilitate the learning with their children would have been beneficial. This would normally have taken place in the Autumn term but couldn't happen due to restrictions. Governors asked if parents would be informed of gaps in their children's learning so they could support. MD explained that children who need specific help have already been identified and support put in place, along with settling the children back in to daily routines and help with any wellbeing issues.

621/21 Report from Resources committee

End of year accounts had been completed and submitted to County. DD gave a brief overview of the year end position. Spend throughout the year was mainly in line with budget, some categories had slight variations. There has been a significant dip into the cash reserves which have reduced from ~£50-60k to now ~£25k.

Draft budget proposals for 2021/22 plus outline years were presented as previously recommended by the Resources committee. Resources committee had previously met to look closely at the draft budget. All areas had been scrutinised in order to set a robust and accurate budget that ensured sufficient funding for the year allowing key areas identified within the LIP and SEF to be catered for. Realistic forecasts for the outline years had been made using forecast pupil numbers and funding from County. A small school's allowance of £45K had been granted for the 21-22 financial year only and the amount of funding per pupil had increased. Going forward governors need to have plans in place to manage the planned deficits in the outline years.

JT to speak to Yvonne (LA finance contact) to understand whether the LA could provide any additional financial support if the cash position required it. Resources felt that governors need to be ready to be proactive if required, to investigate whether an overdraft would be an option from the bank and potentially looking at alternative school status options (eg MAT) if required.

Action: JT

A brief discussion on marketing the school took place to raise the profile and attract new families in to the school for September admissions in 2022. GR to co-ordinate a break off group to meet and discuss further.

Action: GR

After carefully considering the budget proposals put forward and recommended by Resources, governors unanimously approved the budget for submission to County.

622/21 Headteachers report

MD had previously circulated her HT's report for discussion. A copy of which is attached to these minutes. MD invited questions or comments.

Mental health and wellbeing issues were discussed. MD informed governors that staff had gone over and above during the lockdown and that they were all shattered. Governors thanked all the staff for their flexibility and commitment on getting through the lockdown and for the transition back to school.

623/21 Parental questionnaires

MG had analysed the data collected from both questionnaires.

There had been a good response to both. Results from the PE questionnaire were a good benchmark for the PE grant demonstrating the variety of sport carried out in school.

Overall the Covid questionnaire had very positive responses and parents felt all information had been relayed to them effectively and that the school was a safe environment for their children to attend. There were a lot of very positive comments which had been relayed back to individual teachers.

Governors discussed meeting up next term to prioritise a focus for the next questionnaire.

LC would write a response to the parents with the results of the questionnaires. **Action: LC**

624/21 Field update

DD reported that the field had been ploughed and was ready to be seeded in the coming weeks. The tarmac path from the existing playground to the field would be done during the summer holidays.

JT confirmed that the existing field would be available for the school to use for the foreseeable future, certainly until the new field was ready to use.

625/21 Safeguarding

MD had started to complete the annual safeguarding audit. As part of this the attendance policy had been updated and this was ratified by governors at the meeting.

The DSL and link governor had met for an update meeting in March. Link governor to attend training. PC had undertaken DSL training which brings the total number of staff qualified to 3. Safeguarding continues to be a regular item on staff meeting agendas and staff monitored pupils during their daily catch up meetings during lockdown. All staff remain vigilant at all times with monitoring safeguarding.

626/21 Report on LAC and PLAC

The school currently has 2 LAC and 1 Pre-LAC children on roll. Staff had attended attachment and trauma training; this has enabled trauma tracking to be rolled out across the whole school. Emotional coaching has also been rolled out across the school and this will form part of staff performance management. Governors briefly discussed funding for these children and it was noted that top up funding do not cover the costs of one to one staff.

627/21 Training

The clerk encouraged all governors to look at the training brochure and to book any courses they thought relevant to their roles. It was decided to run a group twilight training session on safeguarding. Clerk to organise this.

Action: Clerk

KD agreed to undertake Safer Recruitment training to enable her to be part of the interview process when recruiting staff.

Action: Clerk

628/21 Dates for future meetings

Full board summer meeting - Tuesday 6 July 2021 6.30pm.

Meeting closed at 8.30pm