



MINUTES OF THE WHOLE GOVERNING BODY MEETING
HELD ON 16th March 2022

Present: Matt Johnson (Headteacher) Lauren Findlay (Chair)
 Angela Wall Lizzie Shackelford
 Rachel Key Toby Simmonds
 Lisa Lunn Laura Sparrow
 Tracey Pinkney Sophie Doherty
 Jackson Ball Paul Goater
 Darran Cowell

Absent: Allie Roberts, Lynne Stagg, Rachel Key, Laura Sparrow

Item	Agenda	Action
1.	Apologise for Absence Apologise were received and accepted from AR, RK, LSp & LSt	
2.	Declaration of Pecuniary Interests TS – Governor at ALNS	
3.	Minutes From Previous Meeting on 19.01.22 The chair went through the minutes and actions, no questions were needed and all governors agreed that these were an accurate record of the meeting.	
4.	Minutes from Resources meeting 09.02.22 The chair of Resources went through the minutes and actions. <u>Questions Asked</u> Governor question: As a non-resources governor, is the level of expenditure on IT affordable? <i>Both the chair of resources and Headteacher confirmed the expenditure for this academic year and the next 5 years is affordable. The chair stated that at the meeting the Headteacher provided a presentation of the income and expenditure of the school and a robust conversation was held about the increased levels of expenditure compared to previous years, the rational for this and levels of planned spending to help increase the curriculum offer available to the children.</i>	
5.	Minutes from Curriculum & Standards meeting 26.01.22 The chair of Curriculum went through the minutes and actions.	

	<p><u>Questions Asked</u> Governor question: Is the presentation available for all governors to see? <i>Headteacher replied and confirmed that all presentations had been uploaded to governor hub in the Curriculum and Standards folder for everyone to access.</i></p>	
6.	<p>Headteacher Report Headteacher discussed with WGB the pupil and staffing situation that has occurred this term due to the effect of COVID.</p> <p><u>Questions Asked</u> Governor question: Due to the high levels of staffing that are off, are there any other restrictions that need to be put in place? <i>The Headteacher replied, currently all children are operating in Year Group bubbles and where we have confirmed outbreaks, those Year Groups are operating as class bubbles. We are working with Public Health England and have followed all of their advice. If the situation does not improve, we may have to look at staggering start and end times of the day, but at the moment that is not needed.</i></p> <p>Governor question: Have you had to and are you going to need to close classes? <i>The Headteacher replied, so far we have not required any class to be taught remotely off site despite the high levels of staff absence. The reason for this is, whilst we may not have had enough teachers for every class, we have had enough adults in the building to ensure that the school can operate safely, we have been able to use Google Classroom to live stream another teacher from that year group so that they are teaching more than one class at the same time. If the staffing situation gets to the point where it makes keeping the school open to all pupils unsafe, then yes we would have to look at partial closures, but that would be a last resort as the right thing for our children is for them to be in school.</i></p> <p>Data Tables & SIP The Headteacher shared the latest updates on the school data tables and SIP. A discussion was held with governors about the changes over the school year to date and the progress being made.</p> <p><u>Questions Asked</u> Governor question: When you review the milestones and create the next steps, how long into the following term do you leave it to see whether it is having the right outcomes?</p>	

	<p><i>The headteacher replied: Each week SLT meet on a Monday to discuss the key issues that the school is working on, what needs addressing and what needs to be put in place. On Tuesday after school each of the Teaching & Learning Leaders meet with both Assistant Heads to review the actions for that term and future priorities for the SIP and then every Thursday each Assistant Head has a 1:1 meeting with me to discuss the progress made in each Key Stage and SEN. These meetings use the same 3I's sheet that we use for the SIP so that we can always triangulate the evidence. If at any point anyone feels that the direction we are taking is not working, then we are able to review it pretty quickly and make any relevant changes.</i></p>	
7.	<p>Staffing update The Headteacher talked about the current staffing levels and recruitment process. The headteacher confirmed that all teaching and support staff who were on a fixed term contract have now been made permanent members of staff.</p>	
8.	<p>New Website Update The headteacher shared with the WGB the draft new look website and talked through changes that have been made and the work that still needs to be done.</p> <p><u>Questions Asked</u> Governor question: When are we due to go live? <i>Headteacher replied: The aim is now for the summer term for us to have the relevant training, be handed it over and then launch it with the parents.</i></p>	
9.	<p>Governor Training PG gave governors an update on the current training that has taken place and what is available.</p> <p>Action: All governors to look through the training handbook for 2022-2023, book any courses that are relevant to them and update governor hub either themselves or via PG.</p>	ALL
10.	<p>COVID update A discussion was held about the issues that the school is currently facing in term of the high levels of infections compared to the national agenda from the Government that has removed the majority of restrictions. The school is currently still following most of the COVID restrictions that they have been following for the past 18 months and working with Public Health as and when required.</p>	

	The governors all supported the school with the approach that is currently being taken.	
11.	<p>Building works</p> <p>The headteacher gave an update on the planned building works that will be completed over the Easter Holiday.</p> <p>Action:</p> <p>Evaluate the work at the meeting on 11th May 2022 – Has this been value for money?</p>	ALL
12.	<p>Link Governor updates following visits</p> <p>RK, SD & LL gave a verbal report on their visits to school.</p> <p>Action:</p> <p>Written reports to follow and be circulated</p>	RK, SD, LL
13.	<p>Staff survey</p> <p>The chair shared with the WGB that both her and RK have sent a survey out to all staff based to gather views on the school as part of the governors monitoring cycle.</p> <p>Action:</p> <p>The next step is to meet and analyse the findings, report back to the Headteacher regarding any key findings for the SIP.</p> <p>Questions Asked</p> <p>Governor question: Will we follow up with the staff any issues that have been raised?</p> <p><i>The chair replied: The next step is to meet and analyse the findings, report back to the Headteacher regarding any key findings for the SIP. We will then send another survey out in the summer term.</i></p>	
14.	<p>Policies</p> <p>The following policies were agreed:</p> <ul style="list-style-type: none"> ● Behaviour & Antibullying ● Admissions Update ● Biometric Data ● Children with Health needs who cannot attend school ● ECT Induction ● EYFS ● Staff Grievance <p>A conversation was held about distributing policies amongst Governing body in future. All governors agreed to this.</p> <p>Action:</p>	DC & MJ

	DC to meet with MJ to distribute policies and upload the relevant to each committee on Governor Hub	
15.	<p>A.O.B</p> <p>A discussion was held about creating a Governor Induction handbook to support new governors and a working group arranged to look at this.</p> <p>A governor asked: What is happening about the end of the day because staff have come me complaining that where the school day times have changed, they are working past their contract supervising children?</p> <p><i>Headteacher replied: The Headteacher clarified to the governors that the official school start and end time has not changed. What has changed this year due to COVID, the removal of the staggered start and end times by the government & DfE and to support working parents, is that parents now have a window of time to drop off in the mornings and collect after school.</i></p> <p><i>Teachers are responsible for the children from 08:35 until the official start at 08:45 and after 15:15 until 15:25 therefore support staff can still leave at 15:15 as per their contract. If this is not happening, the Headteacher apologised and said that they would speak with the Teaching and Learning Leaders to clarify the arrangements that are in place.</i></p>	<p>PG, LF, LL</p> <p>MJ</p>

Meeting ended: 20:18