

MONKTON PARK PRIMARY SCHOOL

Minutes of the Virtual meeting of the Governing Body

Thursday 21st January 2021

Via Microsoft Teams

(Subject to the approval of the Governing Body at the next meeting)

Present:	Sean Dennien SD (Co-Chair), Ian Sankey IS (Co-Chair), Jess Baldry JB , Barbara Hearn BH , Ed Bailey EB Chris Dutton CD , Rod Key RK , Matt Slee MS and David Palmer DP , Phillip Barnett PB , Steve Rafferty SR (Headteacher) and Jan Douglas JD Katie Kelly KK (Clerk to the Governors)
3.1	Absent Jonathan Watts JW Welcome and Apologies SD welcomed everyone to the meeting.
3.2	Declarations of Interest None
3.3	Minutes & Matters Arising The minutes of the meeting held on 12th November 2020 were confirmed as correct. Following a discussion after the previous meeting, PB will join the Finance and Premises Committee and will take over as Art Link Governor.
3.4	Setting Our Strategic Direction No items
3.5	Monitoring & improving our performance Headteacher Report (HTR) The report was available for the governors to read before the meeting. SR gave an overview of the report. Remote learning has been successful. The pupils attend 2 live online session per day (morning and afternoon) with slightly staggered times to accommodate families with siblings. Most of the learning is based around google classrooms and weekly work posted on the school website. The school have received positive feedback from many parents for the provision. The TA's and SENCO are also providing online SEN intervention, with 1-1, small group and Speech & Language sessions. DP confirmed how well the sessions were running, he agreed that the staggered times of the session were a real help to multi sibling families. EB liked the structure of the provision. JB was impressed with the teaching of the 'Talk 4 Writing' PB felt it built really well on the 1 st lockdown provision. His family are using a Key Worker space and the blend between home and school learning was seamless.

Due to the outbreak of Covid before Christmas the planned Assessment week was disrupted, which meant the school was unable to collect all of the data, however from the small amount of data, the results look positive. The school were still able to continue with the 'No More Marking Scheme' and are results are above national average. The 'Catch Up' funding plans are currently on hold due to lockdown but are all ready to go when the pupils return.

SR has been running online tours for prospective parents. The closing dates for reception applications has now passed, the school should find out in early March how many people have applied.

Breakfast and After school club are currently closed as they are not financially viable to run. The staff are furloughed.

The school will be receiving Lateral Flow tests w/b 25/01. Staff are being asked to test twice a week at home on Sunday and Wednesday Evenings, this will ensure time to close bubbles if necessary. The testing is not compulsory.

Covid Risk Assessment

The Risk Assessment was amended over Christmas following the outbreak in KS1. The Lateral Flow tests will also be added. The staff, pupils and parents have been adhering to the amended procedures.

Covid19 Impact

Covered with the Head teacher report. The school do not know when the pupils will return. The communication from the DfE has been poor, with staff finding out plans from the media. SR is trying to be open with parents keeping communications open and timely. A Newsletter will be sent out this week informing parents of the school closure over half term, the change from FSM food boxes to FSM vouchers etc.

A&C Meeting Minutes

The minutes of the meeting were circulated before the meeting. The meeting would normally focus on school attainment data, however due to the outbreak of Covid this was not possible. They discussed the remote learning provision and how the staff were balancing online and in person teaching. It was noted that MS was teaching entirely from home (due to shielding) and was carrying out online and classroom lessons twice a day. The Governors passed on their continued thanks to all the staff.

14 Chrome books have been loaned out to families with 17 more due to be available from next week. The school also has BT Hotspot codes for families who are struggling accessing Wi-Fi.

There are currently (on average) 70 pupils in school per day. 55% of SEN pupils are in school with the remaining receiving remote intervention sessions. The levels of non-engagement with lessons are low and those families are being contacted by staff. CD asked how are the staff managing? SR confirmed they are feeling challenged but coping. The rest of the meeting was spent checking the schools provision against the DFE

	<p>framework, which proved useful.</p> <p>School Development Plan</p> <p>This item was postponed to a future meeting</p>
3.6	<p>Managing our resources effectively</p> <p>F&P Minutes The meeting took place on Monday and therefore the minutes were not yet available for distribution. DP gave a brief overview of the meeting. Budget monitoring took place. There is currently uncertainty around the costs of dealing with Covid, including absent staff costs, higher fuel bills etc. SQ has this in hand however general school improvements will be put on hold until there is a clearer idea of the costs.</p> <p>School Bench Marking will be prepared & completed before the next F&P meeting.</p> <p>PB will join DP to carry out the school Health and Safety walk.</p> <p>Dolce is still causing a slight concern however the committee agreed this is not the time to look for alternative providers. The school have an emergency plan in place if the company fold.</p> <p>HR Minutes The minutes of the meeting held on 17th November were distributed before the meeting. JB gave a brief over view. The pay policy was approved. The SENCO's work load has increased, the committee agreed to extend her hours to 2.5 day until April and then increase them to 3 days a week from April onwards.</p>
3.7	<p>Increasing Governor Effectiveness</p> <p>Governor Training</p> <p>BH has attended a Safe guarding webinar, which she found very interesting. BH asked if the Single Central Record had be updated to include the November updates? KK confirmed that it had. BH also asked if the Home Learning Provision had been added to the website. SR confirmed that it was due to go on this week.</p> <p>PB has been attending the new governor training, which he has found very interesting and informative.</p> <p>SD reminded everyone that currently the training was very easy to access. KK happy to book governors onto any courses required.</p>
3.8	<p>Approval of Policies</p> <p>Behaviour Policy: The policy was available for governors to read prior to the meeting. SR briefly summarised the changes. SD thought it was very clear and well put together. The governors approved the policy.</p> <p>SR to add to School Bus.</p>
3.9	<p>Any Other Business</p> <p>Reminder to all chairs of committees to either save their minutes in share point or send to KK for filing.</p> <p>The governors would like to pass on their thanks to all of the staff for their continued hard work. CD has suggested a system for governors to give</p>

	<p>personal messages of thanks. The governors agreed this was a good idea. SD, IS and SR to arrange.</p> <p>EB's term of office will finish at the end of February. Due to work commitments he will not be standing again. SD thanked him for his time given to the school.</p>
<p>Date of next meeting - The next scheduled meeting is on Thursday 18th March 2021 it will be via Teams at 6.30 pm.</p>	