

MONKTON PARK PRIMARY SCHOOL

Minutes of the Virtual meeting of the Governing Body

Thursday 24th September 2020

via Microsoft Teams

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

Present:	Justine Guillon JG (Co-Chair), Sean Dennien SD (Co-Chair), Ian Sankey IS , Jonathan Watts JW , Jess Baldry JB , Barbara Hearn BH , Ed Bailey EB Chris Dutton CD , Steve Rafferty SR (Headteacher) and Jan Douglas JD Katie Kelly KK (Clerk to the Governors)
1.1	Welcome and Apologies SD welcomed everyone to the meeting and a new school year. Apologies received from Matt Slee MS and David Palmer DP Absent Rod Key RK
1.2	Declarations of Interest None
1.3	Minutes & Matters Arising The minutes of the meeting held on 25th June 2020 were confirmed as correct. The minutes of the meeting held on 16th July 2020 were also confirmed as correct. SD to sign copies and return to the school office.
1.4	Setting Our Strategic Direction Chair/Co-Chair and Vice Chair Positions The governors were asked if there were any nominations for the positions of Chair and Vice Chair. JB nominated and BH seconded Sean Dennien for the position of Co-Chair. The governors approved the position. JB nominated and BH seconded Ian Sankey for the position of Co-Chair. The governors approved the position. The role of Vice-Chair is now vacant as discussed at the last FGM meeting. If any of the governors would like to discuss the role further, please contact SD or IS.
1.5	Monitoring & improving our performance Headteacher Report (HTR) The report was available for the governors to read before the meeting. It has been a really positive start to the term. The staff and pupils have all settled back in and "Learning" is back on the agenda. Kathy Milton the School Improvement Officer (SIA) visited and has been impressed with the way the school is running. The SIA was visiting to review the School Development Plan, which has been revised to really focus on the school's 3 main priorities. SD thought that the revised document was much clearer, it will make it easier to track and demonstrate

progress. The priorities also give ownership across the school with the Pedagogical Priority being led by the KS Leads, the Subject Priorities are led by the Subject Leads and the Leadership Priorities by the Senior Management Team. The milestones that sit under the priorities still need some work to ensure that they are worded correctly. The SIA will report back with specific ideas and suggestions. SR will email the revised document to the governors when the update is complete. The governors agreed the new focused priorities.

Following on from the successful implementation of Talk for Writing, the school are now looking to implement Talk for Reading. The cost of the scheme is £6,700 which will be spread over 3 financial years. As part of the package the staff will receive significant training. There is also a full scheme of work and planning for the teachers. SR believes it to be an excellent resource and will develop the schools reading and helping all of the pupils to become excellent readers. EB asked if this was new scheme? JD advised that although the scheme had been available Jane Ralph has completely re-written and restructured it, providing in depth planning material for a 2-year rolling cycle. CD asked if the school would be able to use some of the 'Catch-up' funding to help cover the costs? SR advised that they would like to use the funding as it would help support the children who were unable to access reading and books whilst in lockdown. The TA's would be able to use the planning for small group work, supporting the pupil's needs. The governors agreed to support the Talk for Reading scheme.

SR advised the governors that the Government's Covid 'Catch-up' funding is due to be received soon. The amount is £80.00 per pupil (approximately £20,000) for the year. Until the funding and further guidelines are received, SR cannot confirm what the 'Catch-up' funding can be spent on, however many schools are looking at using it for professional training and resources rather than additional staff. The school's initial plans including 'Sound Write' phonics training for all KS1 & EYFS staff, additional Chrome Books, 'Talk4Reading' training and specific intervention resources and training. A number of the interventions have been looked at in the past, but the cost has been prohibitive, so this would be a chance to bring them into school. The governors agreed that subject to the guidance, this would be an excellent use of the funding.

The staff room, Squirrels (old Badgers) classroom and the main entrance have all been refurbished and decorated over the summer. The works to the roof have also been carried out. Unfortunately, the contactors removed the Perspex roof (to erect scaffolding) from the EYFS outside area and a number of items were damaged beyond repair by the heavy rain. The company are now being chased to arrange replacement of the items. Hot school meals will be resuming on Monday 28th September. IS asked how the school would manage lunches? SR said that there will be an extra class in the hall for each sitting, the bubbles will be brought in and out

	<p>separately. 1 class in KS2 will be eating in the classroom. He is not sure yet if it will work but he is hopeful!</p> <p>To help with movement and social distancing around the school grounds FOMPS have kindly paid for grass mats, which have created semi-permanent paths across parts of the field and other grassed areas.</p> <p>SR is still considering how to run Parents Evening at school this year. They may have some face to face and some online meetings. EB asked why they are not having all online meetings? SR advised that technology problems and timings were his main concern, some calls to families during lockdown lasted up to 40 minutes, which is not appropriate for parents evening. CD advised that his school are moving all of their parent meetings to an online platform where you could set a time limit for each session. The governors thought this would be a good idea. CD to send details to SR for further investigation.</p> <p>SR told the governors that the school attendance may suffer this year. Families are struggling to get tests for children with symptoms and as a result some pupils are missing up to 2 weeks off school. JB asked if the school was ready for home learning if they have to close a bubble? SR confirmed that they were nearly there. They have Google classrooms set up and the classes have been given their login details. The maths programme is ready but there is still a small amount of work for writing to do.</p> <p>A few members of staff are currently using masks/visors. All visitors to the school are asked to wear masks in the building. As the term continues the use of masks/visors will be monitored and their use may increase if the numbers of infections in the local area go up.</p> <p>The governors thanked SR and asked him to pass on their thanks to all of the staff for the tremendous job they have done in getting the children back into school and learning.</p>
<p>1.6</p>	<p>Managing our resources effectively</p> <ul style="list-style-type: none"> • Review of Governor Committee Membership <p>SD asked if any of the governors wished to change to different committees, they were all happy to remain. SD reminded them that they would need to elect chairs at their first meetings of the year.</p>
<p>1.7</p>	<p>Increasing Governor Effectiveness</p> <ul style="list-style-type: none"> • Link Governor Review <p>JG's term of office is coming to an end and therefore Science and KS2 Lead will need a new Link Governor. IS is happy to take on those subjects, leaving his current role as Art and Music Governor. SD asked for any volunteers to take on those subjects to contact him outside of the meeting.</p>
<p>1.8</p>	<p>Approval of Policies</p> <p>SD reminded governors to check their emails from SchoolBus for policy reviews. SR will be sending out the Pay Policy for 2020 and the revised Child Protection Policy over the next couple of weeks.</p>
<p>7.6</p>	<p>Any Other Business</p>

SD's term of office as a Co-Opted governor is due to finish on 20th November 2020. He agreed to continue for another term. IS nominated and JB seconded Sean Dennien for the position of Co-opted Governor. The governors approved the position.

JG and IS's terms of office as Parent Governors are due to expire in November. JG will not be returning. IS agreed to be nominated for another term of office. The core group are due to meet and will consider any particular helpful experience would be desirable from a new parent governor (e.g. financial experience). KK will arrange the paperwork for a parent election. Proposed date of 15th October for letters to be sent to parents for nominations.

SD thanked JG for all of her time as a parent governor and Co-Chair, her work has been much appreciated and will be missed.

JG thanked the governors and wished the school luck for the future.

SD reminded the Governors that the Pay Panel will take place on 14th October, the HR committee will need to take place first to discuss and agree the pay policy. SR to advise the HR committee on the receipt of the Pay policy.

Date of next meeting - The next scheduled meeting is on Thursday **12th November 2020** it will be via Teams at 6.30 pm.