

FULL GOVERNING BODY MEETING
WEDNESDAY 23rd MARCH 2022: 6.30PM AT THE SCHOOL

<u>Present:</u>	Luciana Clayton (LC), Bridget Ditcham (BD), Bryony Harding (BH), Rachel Farris (RF), Ben Hockley (BHo), Paul Jones (PJ), Michelle Law (ML), Helen Price (HP), Belinda Rowland (BR) and Heather Williams (HW)
<u>Also present:</u>	Vanessa Neale (VN- Assistant Headteacher), Carol Simpson (CS – Business Manager) and Rebecca Marr (Clerk)
<u>Circulation:</u>	All Governors, Vanessa Neale and Carol Simpson

Item No.	Agenda items/Discussions	Action
	All were welcomed to the meeting.	
1.	<u>Apologies</u> Apologies were received and accepted from Bethany Caunter, Anne Cronin, Keith Hay and Lucy Hill.	
2.	<u>Declaration of interests</u> No declaration of interests was made.	
3.	<u>Ratify appointment of a Deputy Headteacher (Additional agenda item)</u> The FGB unanimously appointed VN as the new Deputy Headteacher. There are associated Part II minutes that cover confidential information. VN joined the meeting (6.35pm). VN was congratulated upon her new appointment.	
4.	<u>Approve the minutes of 26th January 2022 (item 3 on the agenda)</u> HW proposed the minutes of 26 th January 2022 as a correct record. This was seconded by RF. The minutes were unanimously approved.	
5.	<u>Matters arising (item 4 on the agenda)</u> All matters arising had been completed save for the sharing of the Spring assessment data which is not yet ready. This data will be shared with the Curriculum Committee at their next meeting. <u>Next steps:</u> 1: To align meeting dates with the release of the data going forward	ML/Clerk
6.	<u>Governing Body organisational matters (item 5 on the agenda)</u> None.	

Signed:..... (Chair)

Dated:.....

7.

Reports (item 6 on the agenda)

7.1 Head's report -The Head's report had been circulated prior to the meeting.

Q: Have we a budget for the purchasing of LFT testing kits?

A: We have enough in reserve if we have an outbreak. We will review the situation as and when.

The FGB were advised that the Headteacher has delivered CPD around Ofsted to all teaching and support staff

7.2 Curriculum report – Nothing to report as they have not had a meeting since the last FGB meeting.

7.3 Staff & Finance – It was noted that the minutes from the last Staff and Finance Committee meeting had recently been circulated. There was nothing else to report save for the inflationary pay rise for support staff has been agreed at 1.75%.

Q: Is this already in the budget?

A: Yes, and the pay will be backdated to April 2021.

The SFVS had been circulated prior to the meeting but as it was circulated very close to the start of the meeting governors had not had an opportunity to review it. It was therefore agreed to seek approval via email as per the remote decision policy.

7.4 Sites & Buildings – The minutes from the Sites and Buildings Committee meeting of 16th March had been circulated prior to the meeting. The FGB were advised:

- There have been further roof leaks which have been repaired.
- The Site Controller is to investigate some storm damage to the roof.
- A tree came down in the storm and this has been remedied.
- The Committee were pleased to learn that the ASC will be given a more permanent base to make it easier for staff to set up the ASC. The option of using the Children's Centre is unlikely to be successful however we still have a plan B of using space in the parts of the school where there are lower pupil numbers.
- The Committee had reviewed the health and safety report.

The health and safety report had been circulated prior to the meeting. It was noted that the continual roof leaks had been included in the report.

Q: There were no significant issues identified in the health and safety report that I could see – is this correct?

A: Yes, there was nothing of concern.

There are associated Part II minutes that cover confidential information.

7.5 ASC – The FGB were advised:

- Numbers are continuing to grow.
- There are 3 new staff from Piggott's 6th form who bring energy and enthusiasm to the ASC.

Signed:..... (Chair)

Dated:.....

7.6 Academy Working Party

There are associated Part II minutes that cover confidential information.

Next steps:

1: To circulate the SFVS and governors to approve via email

ALL

8. School Development Plan (item 7 on the agenda)

The FGB were advised that actions on the SDP are being progressed at a pace especially under the maths priority. A maths open morning and evening has taken place as well as staff CPD. There is good quality maths teaching taking place, and we are awaiting the data to assess the impact of our actions.

A main priority is to ensure our subject leaders get time out of their classroom and assess the implementation of their subject and its vision. This cost is included in our budget. Every subject leader will have 1 day from teaching to speak to the children, undertake a book scrutiny and see their subject in action. All subject areas will be completed by the end of the year, and some have been completed already.

9. Pupil Matters (item 8 on the agenda)

9.1 Admissions – Already covered in the Head’s report.

9.2 Safeguarding including Attendance, Bullying, Exclusions, Prevent
Attendance had already been covered in the Head’s report. Sandra Thomas was thanked for her work at looking at persistent absentees. Our number of persistent absentees has decreased from 10 to 2 and we are having a real drive on attendance which has been the first time we have been able to since the Headteacher was appointed due to covid.

Q: Is there any data which shows how effective fining parents are for absences?

A: Not that I know of.

The FGB were advised of a 2-day fixed term exclusion. Support has been put in place for the pupil concerned.

There was nothing to report on bullying or prevent.

9.3 Update on secondary admissions – The FGB were pleased to hear that all Colleton pupils who wanted a place at Piggott were successful as the number of places at Piggott has increased from 206 to 252. This has relieved parents’ anxiety.

Q: Is this a permanent change to their admission number and have they received funding for expansion?

A: Yes.

Q: Are there other schools than Piggott our pupils are going to go onto?

A: Yes, as we attract pupils from other areas than Twyford. We are pleased we advised our parents to look at other schools, so they are fully aware of the options open to them.

Signed:..... (Chair)

Dated:.....

9.4 Approval of a residential trip

The residential Year 6 trip to Bude and a Year 4 residential trip to Oakwood Centre were unanimously approved.

10. Policies – children with health needs that cannot attend school and ECT (item 9 on the agenda)

The policies were deferred to the next meeting.

Next steps:

1: Add the policies to the next FGB agenda.

Clerk

11. National issues (item 10 on the agenda)

11.1 Ofsted inspections – Local headteachers are very good at sharing their experiences of recent inspections. We are aware that our website is a window into our school. AC and HW were thanked for offering to undertake a website review to ensure it fully reflects what we are doing in school.

Q: Where are we in the cycle of inspections?

A: Our last inspection was in 2017 but there is conflicting information how far Ofsted are behind due to covid. We need to ensure we are prepared but without causing anxiety to staff.

11.2 Covid-19 – We continue to have little pockets of covid infections, and the pandemic is not over. We are inviting the wearing of face masks and twice weekly LFT testing but we are unable to enforce this.

12. Training/School visits (item 11 on the agenda)

12.1 Governor training attended - Training report forms had been circulated prior to the meeting. There were no questions.

It was noted that HW had also recently attended training on EYFS, getting to grips with the primary curriculum and school improvement. BH was also booked on the looked after children forum and E-safety for governors.

12.2 Link governor visits – Visit forms had been circulated prior to the meeting. The FGB were pleased with the number of governor visits to the school. There were no questions on the visit reports.

Governors were recommended to attend an assembly if they have an opportunity. The assembly viewed by governors at the Deputy Head interview day was a special and wonderful experience.

13. Staff wellbeing (item 12 on the agenda)

BR attended a governor webinar on staff wellbeing which concentrated more on the operational side. It was reassuring that as a school we are already doing most of what was advised. One action arising from the training is for the Governing Body to monitor staff sickness and to identify if there are any trends.

Covid continues to have a significant impact on the wellbeing of staff. Staff are exhausted. A lot have had covid themselves and trying to teach online and in person while trying to keep the quality of teaching high has been a real challenge.

Signed:..... (Chair)

Dated:.....

Q: Is there anything governors can do to improve staff wellbeing – a governors lunch with staff or a staff survey?
A: We carried out a staff survey recently but perhaps the time was not quite right. The GEC app we have brought into covers wellbeing as well as diversity and inclusion. We are keen that all staff and governors complete the survey then there will be a dashboard of training to access, and trends can be identified.

Next steps:

- 1: Staff and Finance Committee to monitor staff sickness and identify any trends
- 2: Consider not using the 'reply to all' for emails to lessen the staff workload
- 3: Governors to complete the GEC app survey

S&F Committee

ALL
ALL

14. **AOB (item 13 on the agenda)**

None.

15. **CPTA (item 14 on the agenda)**

The FGB were advised:

- Finances are good and the CPTA are pleased that they have been able to fund a wide range of resources.
- The focus of the CPTA is coming together as a community rather than raising money.
- The CPTA are changing banks to Metro.
- Events planned or being considered are a summer picnic on 2nd July, pizza night using the outside oven, outdoor movie night, outdoor disco and an overnight camp.
- The CPTA's next project is to fund an outdoor reading space for the pupils.
- Plans are afoot to prepare the swimming pool to open.

BH was thanked for her report and the FGB noted how exciting the CPTA plans are.

16. **Date of next meeting (item 15 on the agenda)**– Tuesday 3rd May 2022 at 6.30pm to approve the budget and Wednesday 18th May 2022

Governors were asked to consider if any of the training on offer could be useful for them particularly the aspiring chairs course. Any governors were more than welcome to accompany BD to Chairs briefing.

All were thanked for attending and it was a pleasure to meet face to face.

The meeting ended at 7.45pm.

Signed:..... (Chair)

Dated:.....