

MINUTES OF MEETING

School: Round Hill
Meeting title: Summer term strategy meeting of the governing body
Date and time: Tuesday 18 May 2021 at 6.00pm
Location: Virtual via Teams – the chair requested that future planned meetings be put on the Teams calendar

Membership
'A' denotes absence

Mrs H Fielding
Mrs R Ayoub
Mr J Heyes
Vacancy – co-opted
Vacancy – co-opted
Mr D Hanslow (Chair)
Mrs M Graham (Assurance VC)
Mrs G Robins
Vacancy – co-opted
Mr P Smith
Mr C Walker (Collaboration VC)
Mrs H Craik (Strategy VC)
Ms J England
A Mrs S Barnard
Mr I Culshaw
Ms M Farrelly
Mr A K Nash (headteacher)
Mr A Khalique (staff governor)

In attendance Mr D R Allen (clerk to the governors)
Mrs J Hewitt – associate member

Mrs Craik chaired this meeting.

GB/34/21 Apologies for absence Action

There were no apologies for absence.

Mrs S Barnard did not attend the meeting, but had not sent apologies. Apologies were sent in later.

GB/35/21 Declaration of interest

There were no declarations of interest, either direct or indirect, for items of business on the agenda.

Governors were once again asked to check that they had completed the confirmations on Governorhub.

All gobs

GB/36/21 Review of membership

The new Instrument of Government, agreed at the previous FGB meeting, was formally approved by this meeting.

Chair to sign and return to governing body services.

chair

The clerk highlighted the following vacancies on the governing body:

Following the decision to revise the Instrument of Government, there is one co-opted vacancy.

Mrs Craik and Mr Walker to meet to initiate the process of co-opted governor recruitment.

The meeting agreed to a review of how the governing body works – is it working in the most efficient manner?

A working party to be set up - Mrs Craik, Mrs Robins, Mrs England and Ms Fielding. To report back in the autumn term.

HC, GR,
JE, HF

GB/37/21

Approval of minutes of summer term assurance meeting and any additional special governing body meetings

The minutes of the summer term assurance meeting held on 27 April, 2021 having been previously circulated were confirmed and signed by the chair.

Review of actions

All actions had been completed or were on tonight's agenda.

GB/38/21

Headteacher's report

The detailed phase reports had been uploaded onto Governorhub – these had been written by the phase leaders.

Mrs Craik and Mrs Robins had met with the headteacher and deputy head to review the data in detail.

Mrs Robins stated that the older the children are, the better they had coped with missing learning during the pandemic.

The blended, on-line learning had been very effective, with both pupils and parents giving positive responses.

Following a **governor request** for a verbal report, the headteacher stated that papers had been published 7 days in advance and best practice was for governors to send in questions before the actual meeting date. There was too much information, with lots of detail to be shared via Teams with the previous technical issues.

Mrs Robins offered to prepare a written report for governors.

GR

Governors discussed aspects of the reports in maths, writing and reading.

Mrs Craik reminded the meeting that each year group had looked at their own curriculum area for development – this feeds into the performance management of the respective teachers.

Governors questioned how the data fed into the SIP.

The headteacher responded stating that the SIP is very much a live document, with changes being constantly made.

He gave detail of intervention programmes in all year groups

The current SIP would be evaluated at the end of the summer term 2021, with a new one commencing in September 2021.

A governor commented that note needed to be taken of the mental health of both pupils and staff.

The headteacher informed the meeting of LA guidance of recommending that children only be assessed on what they have been taught.

Age Related Expectation should be related to a best fit model rather than a secure fit.

A governor asked if the degree of unsettledness of the children was the same as degree of lost learning.

The headteacher stated that EYFS are settled, but there seemed to be pockets of issues in all other year groups
Y5/6 presented an issue with respect of preparedness for transition to secondary schools.

There is a degree of lethargy/apathy in all year groups.

The meeting noted that the pupils had missed so much – both in and out of school during the pandemic.

A governor asked for an explanation with respect to progress, which appeared fine, as opposed to attainment, which is less so.

The headteacher informed the meeting that the LA had suggested that schools look at the “best fit” within bands, rather than the previous “secure fit” when judging attainment.

The headteacher then went on to inform the meeting of proposed spending plans. These had been previously uploaded onto Governorhub.

The plans related to a predicted surplus of £174,616 on the 2020/21 budget.

He gave detail of planned additional staffing expenditure totalling £71,636 along with site development projects totalling £50,000.

The main element of the staffing costs is to accommodate an additional class, so that there will be three separate Year 1 classes and three separate Year 2 classes. Each class would have teaching assistant support in the mornings.

Governors discussed details of these at length. **They sought detail** of recovery programmes in all year groups, detail of TA deployment, possible summer camp, National Tutoring programme, future class organisation, etc.

The meeting **formally approved** the proposals, stating that it is important that the carry forward is spent on current pupils.

Further possible projects were outlined.

The meeting, once again, thanked the headteacher, deputy head and all staff for their hard work during the pandemic.

		Action
	Following a meeting of Mrs England with the headteacher, a Governor Assurance Report had been uploaded onto Governorhub.	
	This highlighted the massive increase in workload of the teachers.	
	The overall level of assurance was judged as "Full".	
GB/40/21	Communication	
	There was no communication to report.	
GB/41/21	Compliance Activity from annual planner and governor monitoring visits	
	Safeguarding	
	Mrs England and Mrs Farrelly agreed to report on this.	JE+MF
	Health and Safety	
	Mr Hanslow had made on initial visit. Mr Smith agreed to make a further visit, to be shadowed by Mr Culshaw.	PS+IC
	Headteacher Appraisal	
	Mrs Craik and Mrs Robins agreed to continue with this. To be joined by Ms Fielding.	HC, GR+HF
	Data monitoring	
	Mrs Robins to be joined by Mrs Graham.	GR+MG
	Recovery programmes	
	Mrs Craik and Mrs Ayoub to deal with this initially.	HC+RA
	Finance monitoring	
	Mrs Graham to be joined by Ms Barnard to deal with this.	MG+SB
	Stakeholder reviews – a variety of surveys -	
	Mrs Farrelly and Mrs Robins to deal with this.	
	GDPR	
	Mr Culshaw to liaise with the headteacher.	IC+ht
GB/42/21	Policy updates	
	The headteacher re-assured the meeting that all statutory policies are up to date.	
	Some of the others will be emailed out to individual governors, once reviewed, to be approved at the next meeting.	Ht+all govs
GB/43/21	Evidence of governing body impact on school improvement and review of how the governing body has held the school's leaders to account	

Review of the Instrument of Government, along with planned review of governance to ensure maximum effectiveness.

Governor challenge relating to data provided in each phase.

Governor questions relating to data feeding into SIP.

Governor questions relating to planned expenditure of 2020/21 carry forward.

Safeguarding investigation and accompanying report.

Assignment of governors to monitoring activities.

GB/44/21

Confirmation of dates for 2021/22

The governing body

agreed

Tuesday 28 September 2021 (strategy)

Tuesday 18 January 2022 (Assurance)

Tuesday 1 February 2022 (Strategy)

Tuesday 26 April 2022 (Assurance)

Tuesday 17 May 2022 (Strategy)

Tuesday 12 July 2022 (Assurance)

All at 6.00pm

GB/45/21

Determination of confidentiality of business

It was

resolved

that the governing body membership list; confidential sections of the headteacher's report and confidential sections of minutes be deemed confidential but that all other papers and reports be made available as required.

The meeting closed at 7.20pm.

Signed (chair) Date