



St Nicholas Catholic Primary School (Academy)
Part 1 Minutes of Local Governing Board

Date	30 th September 2020	Time	6pm
Governor Attendees			
Name	Type of Governor	Present	Apologies
Angela Bosley	Foundation	Y	
Angela Folland	Headteacher	Y	
Frankie Phillips	Foundation	Y	
Luke Robinson	Foundation	Y online	
Rachel Sparks	Foundation	Y	
Frances Dennehy	Foundation	Y	
Lucy Wills	Community	Y	
Alex Hill	Community	Y	
Suzanne Pollard	Parent	Y	
Denise Sparkes	Staff	Y	
James Cookson	Foundation	Y	
Other Attendees		Present	Apologies
Ali Brocksom	Clerk to Governors	Y	

Agenda Ref	Minute Ref:	Item	Info Decision Question Action
1.	1.	Prayer AF led a prayer.	
2.	2.	Apologies & Declarations of Interest for this meeting There were no apologies and no declarations of interest for this meeting. <u>Election of Chair and Vice Chair</u> LR and AH were re-elected as Chair and Vice Chair by a show of hands (a change of procedure due to COVID). <u>Lead Governor roles were allocated as per last year</u> <ul style="list-style-type: none"> • RE & Catholic Life - ABo & FP. • Parents and Community –SP • Statutory Grants – LW and DS • Curriculum and Standards ABo and SP. • HR – AH • H&S – LR and AH • Finance – LR. • Safeguarding – LW and FD • SEND / LAC – LW & JC 	D
3.	3.	Agree any items of business to be discussed that are not on agenda <ul style="list-style-type: none"> - Court Case - Parking 	

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4.	4.	<p>Safeguarding</p> <p><u>Level 1 training including KCSIE updates and introduction to level 2 online training to be undertaken by all Governors</u></p> <p>DS delivered level 1 training to Governors and introduced the online Governor training (SSS CPD) which all Governors must complete by 2nd November.</p> <p>DS has been approached to work with the CAST safeguarding team which is commendable.</p> <p>FD passed on external high praise of our school's support of children's mental health.</p> <p><u>Safeguarding Report</u> The SG4 was distributed and discussed (in a new CAST format, showing trends).</p>	
5.	5.	<p>Agreement of Part 1 and 2 minutes of last two meetings (online)</p> <p>These were agreed and signed.</p>	D
6.	6.	<p>Headteacher's Update</p> <p><u>Return to School; Opening Action Plan and Risk Assessments</u></p> <ul style="list-style-type: none"> • Most children have returned happy and positive. Those with complex SEND needs are being supported. • Staff have been positive and flexible and worked brilliantly as a team. • Children are having to isolate. This is the new normal. • We have a one way system in place to enter and leave the school. Most parents are abiding by this although non-compliance is increasing. We are trying to address this positively and politely through reminders and newsletters. • We have reminded parents about the lining up procedures at the start of the day and not allowing children to play with children from other bubbles. • KS2 teachers are opening the doors from 8.30 so that children can enter the classrooms. • We will remind parents that children may not be left before 8.30am. • Children are in class bubbles. Most children are managing this well. Children with complex needs are being supported. • We can no longer mix children by streaming maths groups and so our maths leader is looking at effective ways to teach mixed groups. • Lunches are staggered. The playground has been divided into 3 and play areas are on a rota. Teachers are supervising the children during lunchtime – this is impacting on their workload 	

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		<p>and wellbeing. We are looking creatively how to manage lunchtimes and give teachers some break times.</p> <ul style="list-style-type: none"> Teachers may not take books home to mark which is an added pressure. <i>ABo asked if other school's in CAST are doing and finding the same?</i> Pressures in other schools are the same – lunchtimes especially are a problem. Staff are tired. School improvement continues but with the added pressures of COVID. The BASC return has been a success – we have managed this well coming back and the take up is high. Blended learning is an issue to be considered – children who are off have an entitlement to the same lessons as children in school. We have asked all teachers to set classes up on Google Classrooms for homework. We are also to use IXL and Oak Academy (online lessons) to plan and deliver lessons to isolating children.. <i>ABo asked if we would be allowed to have parent volunteers at lunchtimes?</i> The CAST policy is currently no – we may not have any non-essential volunteers, but this may change depending on need. Governors agreed that keyworkers in all industries are tired and unsure what is to come with COVID. Resilience is generally lessening. We are following DfE procedures for bubbles. Staff are now wearing face masks in communal areas and visitors are all asked to wear them when they come into school. Children's handwashing is taking much time out of teaching time and we are considering this. Catch up funding has been allocated and we are considering how best to use this creatively for both all children and also specific children who need additional, targeted support. It was suggested KW and D could investigate this as a Governor visit. <p>The meeting moved to part 2.</p> <p><u>Update on Exclusions</u></p> <ul style="list-style-type: none"> We had no exclusions to report. <p><u>SDP, PP strategy & Sports Premium Plan</u></p> <ul style="list-style-type: none"> Documents have been shared on Governorhub. We have carried over £15,500 on top of our allocated £18,500 this year. We are planning to buy an all weather running track on the field, a 20 tonne sandpit and a high jump kit. Tabitha Frost and Andy Baylis have been very positive, enthusiastic and proactive to develop our PE provision. We have also bought into the Dartmoor Partnership (PE) which is very impressive. This may be the last year we receive Sports Premium. Pupil Premium plan is yet to be costed. We are to spend this on LW salary (valuable mentoring), Forest School and Power 	<p>Q</p> <p>Q</p>
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		<p>Maths.</p> <ul style="list-style-type: none"> SDP –Our development plans had to include blended learning and the catch up curriculum. We have 5 key priorities. AF proposed that Governors visit to examine the SDP and milestones (SEND, Behaviour etc). <i>Governors queried whether there are issues with families accessing technology? We did lend a couple of ipads to families during lockdown but most families were able to access the learning. [Since the meeting we have had information about IT that we can order from the DfE to help isolating families with no online access].</i> 	Q
7.	7.	<ul style="list-style-type: none"> Governance The Governor's Annual Declarations booklet was distributed and completed before the meeting. Governor's responsibilities were sent around to Governors as agreed earlier. Autumn term visit/s as per the Schedule of Accountability were discussed. Governors were asked to contact Ali to start to arrange a meeting. She will link Governors to staff so that suitable times can be arranged. Governor appraisal and expectations – defer to next meeting Formation Training was discussed for all heads and governors. This free training can be accessed at: http://formatio-ces.org/moodle/login/index.php Governors were encouraged to complete this. AH had completed module 1 of Life to the Full Training which was introduced and discussed at the last meeting. All Governors were asked to complete this. 	A: All
8.	8.	<p>Policies</p> <p>New CAST Policies were noted by Governors.</p> <ul style="list-style-type: none"> Managing Staff Attendance Family Friendly Special Leave Child Protection and Safeguarding RSE (Diocese Policy) Staff Code of Conduct Teacher Pay Finance <p>The meeting moved to part 2.</p>	
9.	9.	<p>Any correspondence received</p> <p>LR was contacted by Neil Maslen to discuss the role of the Governing Body during COVID. This meeting is yet to be arranged.</p>	
10.	10.	<p>Thanks to Rachel.</p> <p>RS was thanked for her time and commitment to the LGB over the last 8 years.</p>	
11.	11.	Next meeting 25th November 6pm	

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Luke Robinson
Chair

Ali Brocksom
Clerk

Date

Agreed

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