



**Minutes of the Local Governing Body held on Wednesday
7th October 2020 4.15 p.m. via Zoom**

Present:
Governors Richard Laing, (RL), Chair of Governors
 Linda Corral (LC), Vice Chair of Governors
 Bernadette Wong (BW), Parent Governor
 Hannah Connor-James (HCJ), Headteacher
 David Sykes (DS), Staff Governor

In attendance Debbie Warner (DW), Clerk to the Governors

1.	Apologies for absence
	There were no apologies for absence.
2.	Declarations of interest
	No conflicts of interest were declared.
3.	Elections - Chair & Vice Chair
	The clerk confirmed there had been no other nominations for the position of Chair and Vice-Chair. Richard Laing was unanimously elected as Chair and Linda Corrall unanimously elected as Vice Chair for one year.
4.	To approve the minutes of the last meeting held 1st July 2020 (Chair)
	The minutes of the meeting were deemed to be an accurate account of proceedings and were signed off by the Chair.
5.	Matters arising not elsewhere on the agenda (Chair)
	<p>The Headteacher advised governors that a joint INSET day is scheduled in November with the two Godmanchester primary schools that had recently joined the Trust.</p> <p>The Chair enquired about the recently reported issue with drainage on the school field. The Headteacher is looking into bidding opportunities to rectify the issue.</p> <p>The Headteacher provided an update on the pre-school, confirming that it has been operating since the beginning of term and was pleased to report that numbers are continuing to grow. The pre-school is currently operating from the Kids Club premises and the school is ensuring that the premises remain COVID safe with regular cleaning.</p>
6.	To complete register of pecuniary interests
	Register of pecuniary interests were completed and signed by governors present.
7.	To provide strategic leadership (Chair)
	<p>7.1 To adopt and sign the Model Code of conduct for Governing Bodies Governors had read the Model Code of Conduct but noted that matters of financial responsibility were no longer under the LGB's remit and lies with the Trust. Governors were otherwise happy to adopt the Code.</p> <p>7.2 To clarify Governor Responsibilities The Chair advised that at the end of the last academic year, committees were disbanded and the LGB will operate with 5 full meetings across the year.</p>

Signed
Date

	<p>Link governor responsibilities were confirmed as: BW – PP and SEND LC – Safeguarding RL – Curriculum</p>
8.	To ensure accountability of the SLT for the Education Performance of the School
	<p>8.1 To receive Headteacher’s report (HC-J) Governors had received and read the Headteacher’s report prior to the meeting.</p> <p>The report confirmed that one adult had recently tested positive for COVID-19. The Headteacher was optimistic that further related infections were unlikely due to the safety measures in place at the school. It did, however, result in 2 class bubbles (full classes – 54 children and 2 staff) needing to isolate. The Headteacher added that the Local Authority had provided good guidance and Public Health England were able to take the school through the finer details of the procedure for isolating. The Headteacher was able to confirm to governors that a full curriculum via remote learning is being offered to children who are self-isolating.</p> <p>The Headteacher informed governors that the school is intending to move to Google Classrooms for its interactive and remote learning and this will be rolled out Trust wide. Currently, the school has to piece together work from different resources. One teacher has been trialling pre-recorded lessons with feedback sessions in the afternoons. This has worked well but involves a significant increase to workload and is not likely to be sustainable. Another teaching is trialling live teaching. The school is constantly reviewing its processes.</p> <p>Baseline assessments and raw data are currently being inputted to Target Tracker and this data will be available at the next LGB meeting. She advised that early indications confirm the impact of lockdown. The next steps will be to unpick the data and put children into key groups for more focused support such as small learning groups and/or tutoring programmes and identify any children who would benefit from 1:1 support.</p> <p>A significant amount of time has been spent with children on a 1:1 basis to find out about their feelings of coming back to school. The Headteacher has been pleasantly surprised at how quickly the children have bounced back and are ready to be back in a more structured routine.</p> <p>The Headteacher was able to confirm that attendance has been good since the beginning of term and that COVID absence is recorded differently.</p> <p>Spring term assessment data seems ambitious and the challenge is to get children back to where they would have been before lockdown. The Headteacher expressed her disappointment that Y5 were not considered a priority year group in June and the consequence of missed learning is now emerging.</p> <p>Questioning/challenge:</p> <p>A governor asked that, in light of the positive case, was the Headteacher confident that the school’s procedures are robust or does it highlight a need for anything to be done differently.</p> <p>The Headteacher was confident that the school’s policy was fit for purpose. However, despite guidance allowing movement between bubbles for PPA cover, the school would do its utmost to avoid this in order to prevent 2 year groups being affected in future.</p> <p>A governor asked if all children have access to digital devices when required.</p> <p>The Headteacher informed governors that during lockdown, a survey went out to parents to analyse the situation and the school has prioritised children who were sharing devices and have been able to loan digital devices.</p>

A governor asked if 6 months of lost learning can be recovered; is this achievable as it seems ambitious?

The Headteacher thought it was unlikely that it will be fully recovered and will be a case of retraining as the experience children received at home is very different to that of school.

8.2 To receive SDP

This document, now known as the Recovery Plan, had been circulated to governors prior to the meeting. Governors confirmed they had read the document.

8.3 To receive SEF (2019-2020)

The Headteacher advised that the document will be updated by the spring term. The SEF document that had previously been sent to governors remains current and accurately records where the school is.

8.4 Safeguarding update (LC)

A safeguarding report had been received by governors prior to the meeting.

Governors referred to section 2.37 in the safeguarding policy which refers to the governing body liaising with the 3 safeguarding partners and would like clarification that this is the correct procedure.

All governors present confirmed they had received, read and understood the KCSIE 2020.

Monitoring of the SCR had not taken place because of COVID.

ACTION: CLERK TO CONFIRM WHETHER SAFEGUARDING POLICY CONTAINS CORRECT PROCEDURE FOR GOVERNORS

CLERK TO INFORM ACES HR THAT GOVERNORS HAVE READ AND SIGNED KCSIE 2020

CLERK TO ARRANGE REMOTE MEETING FOR SCR INSPECTION

8.5 To confirm focus for governor visits

The Chair was aware that a lot of progress had been made on the curriculum which could be a focus for a governor visit. Discussion favoured a remote meeting and the Chair and Headteacher will arrange a date for this to happen. Governors thought that well being and mental health (for staff as well as children) should be a focus for a governor visit.

ACTION: HEADTEACHER AND CHAIR TO LIAISE AND AGREE DATE FOR CURRICULUM DISCUSSION

LC TO ORGANISE FORMAT FOR WELLBEING FOCUS POSSIBLY VIA QUESTIONNAIRE

8.5.1 Governor visit report – PP

The Chair thanked BW for her report on Pupil Premium.

9. AOB

The Chair to write a report to the board of Trustees.

ACTION: CLERK TO SEND CHAIR UP TO DATE TRAINING LOG

Date of next meeting is confirmed as 9th December 2020.

Meeting closed at 5.20 pm

