Bridgemere CE Primary School Governing Body Virtual Meeting via Microsoft Teams

Wednesday 31st March 2021 @ 6.30pm

Part One

Present

E Ford LF (Chair) C Middleton (Headteacher) S Knott, S Willington, E Fradley J Forshaw,

R Lewis, J Morgan, S Foyle

Apologies

No Apologies

LF led the Governing Board with the School Prayer.

2. Declaration of Pecuniary Interest

RL declared he is a Director for RLLAT

3. Declaration of AOB

Update on the return to school

4. Minutes of previous meetings

The minutes of the meeting held on Tuesday 9th February 2021 were approved.

5. Matters Arising

Broadband – Following the last meeting and further information sharing on Governor Hub, the governors approved the decision to go with Schools Broadband.

The electronic sign-in that was approved at the last meeting is now up and running

CM gave an update on the new library and intervention area that was discussed at the last meeting. The money to be carried forward is likely to be £40,000 and will be earmarked for the library and intervention area. The estimate is approximately £60,000 + VAT, so governors were asked if they would agree to Devolved Formula Capital money to be used as well for this project and for CM to now move forward and go out to tender. The school hall and Boost office will be used to create an open plan area for the library with seating and an area where small group work can take place. The area will be vibrant and colourful and will definitely be used going forward. The quotes will include everything for the project and will be available for governors to discuss at a future meeting. All governors approved this.

The 5 year plan, discussed at the last meeting has not yet been completed and CM will forward to governors once this has been done.

6. Policies to be approved

The policies had been uploaded onto the Governor Hub prior to the meeting to allow time for the governors to read. The statutory policies are the priority and therefore are the first ones to be approved.

1. Safeguarding – Governors approved
2. Admissions 22-23 – Point d referring to dates of birth was incorrect. CM to amend and governors approved subject to this correction.
3. Whistleblowing – Page 3 references the Executive Headteacher. CM to amend and governors approved subject to this correction.
4. Attendance – Governors approved.
5. Charging & Remissions – Governors approved.
6. Teacher’s Pay – Teachers section refers to RLLAT curriculum and appendix B refers to Acton. LF asked for the SIP to be included in the decision making process. CM to amend and governors approved subject to these changes.
7. Support Staff Pay – Governors approved.
8. Behaviour for Learning – Governors approved.

7. Approval of Manual of internal Financial Procedures and purchase card limit approval

The matrix shows the date the manual was written was after the date it was approved. CM will amend. Page 16 requires approval of the delegated spending limits. The governors approved.

8. Approval of SVFS

This has not previously been completed as the intention was to join RLLAT. Governors approved and CM will now submit this.

9. Approval of Risk Assessment Covid reopening of school

Governors approved.

10. Categorisation Letter : LA review

CM agreed with this and governors accepted this with no comments.

11. Safeguarding

No safeguarding issues reported. All concerns continue to be logged onto the CPOMS system. The staff have felt that they were more engaged with families during the last lock down which has helped. The current national news of children in school being subject to sexual behaviour was discussed and governors are aware this may need to be looked at in the future.

12. Staff Wellbeing

All governors had been in touch with the member of staff they had been linked with. The staff governor commented that all staff had appreciated this and it was something they would like to happen again in the future. Governors agreed to contact again in the Summer Term and then change around in the Autumn term. CM would like to invite all governors into school once the restrictions allow.

13. Governor numbers and term of Office

The Chair’s term of office ends on 12th July 2021 and she is happy to continue for another year. All governors were in agreement that LF should continue as Chair. LF will inform the Diocese of this decision.

Jo Edwards has been approached to become the LA governor. Jo has been a member of the RLLAT Board of Directors and specialises in pupil premium. As this links well with SEN, LF asked if the governors approved LF asking JE to become the PP and SEN governor. Governors agreed with this and LF will speak to JE.

LF has sent out e-mails to potential governors but had not heard back yet. SF will follow up with Mr Webb next week. Chris Penn is also looking into this. The Diocese prefer Governors who attend church but this cannot always be the case.

JE had spoken to Reverend Alison who explained has she looks after 4 schools she felt it would be unfair to become a governor on one and not others but she does not have the time for all 4.

There is an option to reduce from 14 to 12 governors. To be discussed again at a future meeting.

14. Governor Training Update

RL will update the skills matrix and work out where the gaps are. JM apologised for not attending the Safeguarding training as she did not receive the link.

CM has received some certificates and these are in the safeguarding file. LF asked CM to check her certificate as her name was incorrect.

15. AOB

Update on the return to school.

CM explained that the last 2 weeks of lockdown had been difficult for children, parents and staff, so everyone happy for the children to return. The first week back was Science week so the children were eased back in and routines re-established and motivated back to learning.

A governor shared that their child had been really engaged with the science and thanked the staff on all their hard work.

Assessments of children had taken place and progress meeting had taken place this week.

After Easter the children will be taught the full curriculum again and staff have worked hard looking at specific topics and learning to prioritise. History and Geography will cover the basic topics to allow children to move forward in September. During the summer term the school will receive more catch-up funding and CM will look at where this can be best placed while balancing the budget. CM stated that the staff are a strong team who work together.

LF asked CM to thank all the staff on behalf of the governors.

Trips – CM explained that the guidance regarding trips will be published in the summer term and it is hoped that Year 6 will be able to do something and is talking to the school council about this. Planning is being undertaken to allow for Year 6’s transition to High School.