

Please forward any matters relating to the Minutes below to:
THE CLERK TO THE GOVERNORS

Stoke Bishop Church of England Primary School
FULL GOVERNING BODY MEETING – TERM 3
Held via TEAMS video call on Monday 25th January 2021 at 4.30pm

Minutes

PRESENT:

FOUNDATION

Rachel Powlesland (RP)
Jema Ball (JB)

MEMBER APPOINTED

Paul Wake (PW)
Isobel Gelder (IG)
Cynthia Treharne (CT)
Helena Richards (HRi)

STAFF GOVERNORS

Barbara Woolwright (BW)

PARENT GOVERNORS

Bridget Davies (BD) (Chair)
Helen Rowe (HSR)
Jamie Pirie (JP)
James Wiggins (JW)
Sophie Summers (SS)
Michael Barnes (MB)

STAFF

David Forrester (DF)
Ann Smith (AS)
Simon Birch (SB)

Clerk to Governors

Sarah Richardson (SR)

ITEM	MINUTE	ACTION
82	<p>Welcome</p> <p>82.1 Welcome, Apologies for Absence and Opening Prayer Apologies received from: Andy Quinton (AQ) and Beverly Richardson (BR).</p> <p>JB led the opening prayer.</p> <p>82.2 Declaration of Pecuniary Interests The Attendance Register and Declaration of Pecuniary Interests was agreed over the video conferencing call. Nothing was noted.</p>	
83	<p>Minutes from last meeting (FGB 7th December 2020)</p> <p>83.1 Approval of Minutes Minutes approved.</p> <p>83.2 Matters Arising & Review of Action Points BD read through action points and gave an update on each point. All items had been completed or would be covered under the agenda for this meeting. Governors agreed to approve minutes. Now available on the school website.</p> <p>HR has since sent her link to Governor Learning from Covid document and asked all Governors to add to it during lockdown 3 if they have additional items.</p>	ALL
84	<p>Safeguarding</p> <p>DF gave all Governors an update on safeguarding practice and how it is being managed for the Remote Learning children. Governors discussed how this is particularly important in the current environment.</p> <p>It was noted that all TEAMS remote learning sessions are being recorded in order to comply with Safeguarding guidance.</p> <p>School routers are being updated on 27.1 to allow for extra bandwidth that will support remote learning and ensure all Teams calls made from school are undisrupted by capacity issues and can be recorded. A parent has agreed to support the school with any technical issues if there is any shortage of technical support from BCC.</p>	

<p>85</p>	<p>Governor updates BD welcomed Cynthia Treharne (CT) to the team as a Member Appointed Governor. Cynthia was voted in by the Governing board on 11th January 2021. She will join the Personal Development committee.</p> <p>85.1 Training During the last meeting 2 key training sessions were identified for all governors to complete: 1. Monitoring - the role of the governing board and 2. Equality and Diversity. It was noted that the Monitoring training was very dry but covered the basic requirements. The E&D training was a good basis for all governors and this is an area that will be reviewed over the next term by a small group of governors. DF, CT and BD are due to have an initial meeting to plan this next month. We will continue to feedback on these courses in the next FGB whilst Governors catch up on training. Training will be given in the next FGB on 'Use of Teams' and on 'Data in School'</p> <p>SR & BD will send out further training for next couple of months.</p> <p>85.2 Feedback from NW24 Inset Day SS & BD gave feedback on the recent NW24 Inset Day training. The training sessions they attended were well structured and organised. Feedback has been sent to NW24 and to the relevant Committees where appropriate. DF commented that staff feedback to the NW24 Inset Day on Monday 4th January was positive but not been able to be revisited yet due to the national lockdown being announced that evening and subsequent school changes. There is a NW24 meeting on 25/1 so further updates will follow.</p> <p>85.3 Strategic Development Group Agenda SDG will be held on Monday 8th Feb at 4.30pm. BD will send the agenda out w/c 1st Feb. The focus of the meeting will be preparing for Ofsted. The SDG consists of the Chair, Vice Chairs and Chairs of Committees but all governors are welcome to attend.</p> <p>85.4 Parent Survey The survey was sent on Friday 15/1, reminder on 22/1. We had a 49% response rate, which we are very pleased with and it was noted that this is well above the response rate in many schools. Most of the feedback is extremely positive both in the multiple-choice questions and the free-form comments. There will clearly be messages to identify and individual comments to follow up on. JB will lead a subgroup with HR, IG & RP to look at the detail of the survey and prepare the feedback for parents/carers. DF will be provided with full data. SR to send documents.</p> <p>85.5 Governor Day It was agreed that due to current restrictions the planned Governor Day will not be able to go ahead. SR will cancel meeting and send an invite for term 4 FGB on Monday 15th March at 4.30pm. We will still try and offer some smaller group sessions during this meeting to discuss certain areas in more detail.</p>	<p>CT / BD/ DF</p> <p>SR/ BD</p> <p>JB</p>
<p>86</p>	<p>Headteacher report 86.1 Headteacher report</p> <ul style="list-style-type: none"> • The Ofsted template on remote learning had been shared before the meeting. This document is a standard D f E template and compliments the school's own documentation around Remote Learning that was sent to parents during January. • DF took the governors through a full Headteacher Report with particular focus on: <ul style="list-style-type: none"> ○ Remote learning provision. ○ Teaching Teams 	

- NW24 mutual support during the recent Covid-19 changes
- Monday Moment
- Support from parents

Discussion with Governors included:

When is the new Wifi going in? 27.1.

How are we encouraging children to keep fit and active? Most children learning remotely have access to Real PE online which gives ideas for physical activity. The school website is being kept up to date with all remote learning resources:
<https://www.stokebishop.bristol.sch.uk/learning-resources/>

Is our website now compliant with the DfE instruction on publishing the school's Remote Information Policy and Information online? Yes, all documents have been published online.

How do we monitor staff performance when much of it is remote? DF will be observing online sessions over the coming weeks.

What is the Parent / Parent Governor feedback on the Remote Learning? Very positive comments were made about progress of Remote Learning since last summer by Parent Governors, especially the interactive sessions with staff online. It was appreciated that the Remote Learning provision is catering to a broad range of abilities in each class and therefore there will be children who complete the assignments very quickly and others who struggle to access them. The Parent Survey also highlights areas that are working well and potential improvements. It can be noted that Parent Governors between them have children in all year groups.

Can we find out how children are feeling about the remote learning via an online Pupil Voice? Yes, being picked up by the Personal Development committee.

The new Subject Leader reports are now on Teams. What do I need to do for my subject? Governors should keep in touch with teachers to discuss development in their subject areas. There will be more available by T4 around the Curriculum Intent and Governors should review the statements for their subjects published on the school website. The Curriculum Review will be discussed at the FGB in T4 and launched to parents on the website

What is the school offering to children eligible for Free School Meals? DF explained that we have been providing Tesco vouchers to families in place of free school meals. JB was keen to empathise how St Mary's Church can support those that need it and can refer families to the foodbank if needed.

Are teachers not being tested for Covid-19 in school? Voluntary testing is now underway at school. Staff feel positive about this.

Are children required to complete a certain number of hours of Remote Learning per day? DF stressed that school communication to parents is trying to focus on the 'what is right for you' rather than 'you must stick the governments 3-5hrs of learning a day'. School recognises that families have very different situations at the moment including full time working parents and multiple siblings needing support. The school can offer enough work to occupy a child for several hours per day and some children will complete this but that is not realistic for many children and parents.

Have all children got access to the internet / devices that they can use to access Remote Learning? SB said that school have provided 29 chrome books to pupils and additional mobile data is also being offered to families that need it when requests are made Any other Teachers will highlight if there any families struggling with the technology so they can be helped.

There are no SATs this year? What are other schools doing to assess children when they return to school in place of statutory testing? DF will seek guidance from NW24 re Ofsted assessments.

ALL

	<ul style="list-style-type: none"> • BW took the Governors through a presentation to show how Seesaw remote learning is working. It highlighted all the different ways in which pupils can respond to activities and how that is being monitored by the teachers and TA's. Voice notes in particular are working well. • The Governors thanked all school staff for their hard work and recognise the extra effort with remote learning. 	
87	<p>Inclusion DF & HRi to meet virtually on 28.1 to talk through the Pupil Impact Statement. Findings will be shared with Governors at March FGB.</p>	DF/HRi
88	<p>Curriculum Overview</p> <p>All Curriculum Intent statements have been loaded on the website https://www.stokebishop.bristol.sch.uk/about-our-curriculum/</p> <p>Further discussion will be at the March FGB after all governors have had time to review the documents. .</p>	
89	<p>Committee Reports</p> <p>89.1 Finance (HR & AS) November 2020 accounts The main variances from budget were:</p> <ul style="list-style-type: none"> • Teaching staff costs have been less than budgeted. This will be offset by additional costs of catch-up provision later in the year. • One extra cleaner appointed and additional cleaning materials. . • Work to the front of school completed in October half term. • PE grant spend for 20/21 added to forecast in addition to carried forward spend from last year. Additional licences purchased – for Clicker & See-Saw. • Additional professional services purchased – therapeutic services that were not in original budget. • Signs to the front of school, entrance lobby and corridor budgeted in 19/20 but work will take place in 20/21. • Family Link Officer has been recruited. <p>Despite the forecast taking the school into deficit, the Committee are confident that the variance is within manageable limits for the full year.</p> <p>89.2 Quality of Education 2nd Feb Data Point 1 Review meeting.</p> <p>89.3 Leadership & Management No updates. Next meeting February 9th.</p> <p>89.4 Personal Development RP will talk to Vickie Melton about the best way to record findings from the pupil survey.</p>	RP
90	<p>Link Governor Reports/updates</p> <p>90.1 Inclusion DF & HRi to meet 28.1. HRi has met with HWJ to review progress on SEN.</p> <p>90.2 Church Links/SIAMS Monday Worship on Zoom led by Rev Jema is working really well with large uptake and positive feedback from children and parents. SB commented how great it was to see all the children taking part in their homes. Detective worksheets are in the church for children and families to do when they visit the church. Positive feedback received. Very keen to continue support when children do return to school.</p> <p>90.3 Health & Safety</p>	

	No updates. 90.4 Website audit This work is now ready to be done. PW to liaise with AS about the new tools for managing policies on the website that the school have available.	PW/AS
91	Policies 91.1 Health, Safety & Wellbeing Policy AS had sent this before the meeting. All Governors voted virtually to it being signed off and ready for publication.	
92	Correspondence Nothing noted.	
93	AOB	

The meeting closed at 6.33pm

Date of the next meeting: Monday 15th March at 4.30pm

SIGNED: DATE: