



STOTTESDON C OF E PRIMARY SCHOOL

STANDARDS CURRICULUM & PERSONNEL MEETING VIA MICROSOFT TEAMS

MINUTES

TUESDAY 26th JANUARY 2021 @ 4.00PM

In attendance

Mark Daborn (Chair)

Rachel Datlen

Katie Jones (Head)

James Auden

Julia Priscott (Clerk)

1. Apologies for Absence

Sarah Price – work commitments

Jane Jones – work commitments

Governors agreed.

2. Declarations of Significant Items for Any Other Urgent Business

None

3. Declaration of Interest in Any Item on the Agenda or Under Any Other Business

None

4. Minutes from Previous Meeting 15.12.20

Minutes were shared prior to the meeting and were agreed by all governors.

Matters arising

| Agenda Item Number | Task | Responsibility (i.e. head teacher, chairman, governor, clerk to governing body, administrative clerk, other) |
|---------------------------|--|---|
| 7. | Send SIAMS presentation to all governors | Clerk Complete |
| 7. | Add SIAMS to each agenda | Clerk Complete |
| 8. | Distribute Pupil Premium report. | Clerk Complete |



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|----|--|--|
| | Enquire about admission temporary change | Head Spoke to LA asks for Admissions Officer to contact her |
| 9. | Complete Governor Skills audit | Vice Chair and Clerk CARRIED FORWARD |
| 9. | Check community governor qualifications with Clerk to Directors. | Clerk Clarified details with Governors |
| | Complete application for foundation governor | Clerk Awaiting response from Diocese. Directorship |

5. Covid-19 Update

Governors thanked and congratulated head for the work done regarding Covid. Further report was shared with Governors earlier today about current situation in school.

Staffing is settled. On the whole well being is generally good. Head spoke about the incredible work and the stress being coped with by all staff. Everyone's attitude towards the difficulties is so flexible and commendable.

Governors expressed their gratitude and appreciation and asked Head to pass this on to all staff.

Head spoke about the situation in school since Christmas and went through the report shared.

Nursery is open with a maximum of 10 children per day.

Bubble sizes are up to 15.

All staff were in.

Bespoke SEN programmes were working extremely well.

Holiday Club is continuing but numbers are lower.

Wrap Around is continuing but numbers are lower.

Mixture of home learning is working. Working well this week as staff are currently able to do live lessons. Home learning packs are being sent out.

Vast majority are engaging with home learning.

School has now had positive cases of Covid-19.

Hoping to open in full on Monday 1st February.

Q – was remote learning easier to put in place after having to do it last time?

A – yes. There is more structure this time and expectation this time is higher. Different having learnt from the last experience.

All staff have been issued with lateral flow test and are completing tests twice a week.

Governors expressed their congratulations for the systems in place. The biggest worry is around the few families who are not engaged in learning.



Q – what can be done about these families?

A – most of them are in school when school is open. May have to use the EWO to intervene.

Governor who is a parent spoke very positively about the remote learning in place. She was particularly happy with staff being so responsive. There is a good balance between screen time and workbook / paper activities.

- a. Remote Education Policy
Government template was used and this has gone on to the website.
- b. COVID-19 Shared Risk Assessment
This version has been communicated with unions but it is a heavy document. Training has been done with all staff. A teams meeting was done at the weekend to cover changing circumstances.
- c. Child Protection Policy Addendum
This has been shared with all governors and has been uploaded to the website.

Q – was there an update to do with Brexit regarding KCSiE

A – Not seen anything so please share anything available.

6. School Performance

- School Data Update - report was shared with governors prior to the meeting. Head went through details.
Autumn term progress reports were completed. Progress between Autumn and March 2019.
Younger cohorts are showing concerns particularly with learning characteristics. Year 1 has also been severely affected. High level of needs in this cohort.
Year 2 are quite robust.
Year 3 need support – change to KS2 is always tricky and they have also lost a term.
Top 3 year groups are making good progress. It was discussed this is due to the foundation work done when the pupils were younger.
- **Setting Targets and Evaluation**
All targets have been updated and amended and everything is up to date.
- **SIAMS**
Nothing further to report since last meeting. A meeting has been arranged regarding Strand 3 for February.
A mural is being painted in the hall which will be used alongside the worship table.
- **Attendance**
Attendance is good.

7. Governor Activity and Monitoring School Performance

- **Link Visits**
All visits have been postponed.



The pupil premium report was discussed with the Link Governor (who was not available at the meeting).

- **Governor Skills Audit**

The Clerk and vice-chair will meet to complete the audit.

- **Governor Recruitment**

There was a discussion and it was agreed that RD would transfer to become a Community Governor. This will create a Parent Governor vacancy and an election will be arranged.

- **Governor Training**

Clerk was asked to resend the login details for the NGA training modules.

- **Business Interest Forms**

Complete

8. Policies Update

Discussed earlier in the meeting.

9. Requests for Leave

This will be an agenda item on the Finance focussed meeting only.

10. Staffing and Personnel

Covered earlier in meeting.

11. Any Other Urgent Business

None

12. Date and Time of Next Meeting

Tuesday 30th March 2021 4.00pm

Meeting ended at 5pm

Add feedback from Directors to next agenda.

| Agenda Item Number | Task | Responsibility (i.e. head teacher, chairman, governor, clerk to governing body, administrative clerk, other) |
|--------------------|--|---|
| 7. | Complete Governor Skills audit | Vice Chair and Clerk |
| 7. | Resend login details for NGA training modules | Clerk |
| 9. | Add requests for leave as an agenda item on Finance focussed meeting agenda. | Clerk |
| 12. | Add feedback from Directors to next agenda | Clerk |