

Burton C of E Primary
Minutes of FGB Meeting
Held as an online Zoom meeting due to COVID 19
24th May 2021
6pm

Governors present:

Adrian Ryder AR
Pat Mann PM
Melanie Browning MB
Alison Timmings AT
Danielle Jeffries DJ
Erica Johnstone EJ

Di Wilkinson DW
Amanda Hibbert AH
Andrew Carre AC

Item Number	Subject	Action
1	<u>Apologies</u> None	
2	<u>Minutes and Matters Arising</u> No actions to take forward. Minutes agreed	
3	<u>Business and Pecuniary Interests</u> No change	
4	<u>CPPC</u> Pupil Progress and the use of catching up funding were discussed. Writing is a key area to focus on as this was a difficult area for children to work on at home during lockdown; maths is an area where children seem to have maintained as this was easier to access online. Year 4 progress seems slow, partly due to the historical make up of this cohort. There is funding to still be used and no limit for when this needs to be spent; the HT would like to see the impact of the interventions before making decisions around the Autumn term. Operation Encompass is now up and running and two incidents have been reported so far. Gov learning walks to be arranged on around the week beginning 7 th June.	
5	<u>FBEP</u> Two budget scenarios were put forward both were 'tight' and leave challenges around funding and pupil numbers. Scenario 1 doesn't include maternity cover, scenario 2 includes maternity cover and	

	TA class cover in the absence of the teacher, this will be a cost effective way of covering teacher absence. Governors agreed scenario 2. 35 pupils are due to start in September. Governors highlighted the importance of the LA being aware of the reasons behind the decisions that have been made. The quote for the removal of paving slabs and tarmac of the area outside of year 3 has been agreed and work to be carried out during half term.	
6	<u>Foundation Report</u> This will be discussed at CPPC in light of NL departure.	
7	<u>Headteacher Report (attached)</u> The Headteacher report was sent out in advance of the meeting. AT highlighted some key areas. Current Pupil Numbers are 338, with 68 children Pupil Premium. 4 children have joined this term 1 in Yr1; 1 in Yr3 and 2 in Yr4, year 4 is now full and no children have left. 35 places have been accepted for Sept intake to EYFS, we will have to honour up to 60, and year 1 is now capped at 45. We have had over 40 applicants for the NQT fixed 1 year contract and have shortlisted 5 applicants, interviews will be held on 27th May. There have been no Safeguarding referrals this term, 8 CPOMS were marked as SG. Operation Encompass is now up and running and the safeguarding audit has been booked in for the 15th June. We now have 13 L/Sups and an additional adult covering casual hours supporting year 2 to allow ELSA sessions to resume, this is covered by catch up premium. AT and HT of Somerford Primary have started to engage in a process of peer reviews, feedback from the observations was positive. After half term visits will focus on Phonics and RWInc and involve RWInc leads. Leah Forshaw from Ruth Miskin Training spent the day with SS with the focus being on reviewing pupils; identifying 'stuck' groups or individuals. Judith O'Hare from the LA visited together with Jonathan Payne the LA Early Years Advisor written report to follow. AT updated governors on the Early Career Teacher Framework and plans for the induction of newly qualified teachers, they will now be referred to as ECT, the induction process will now be 2 years and can be completed in more than one setting. Schools need to appoint an ECT lead and we have signed up to the full induction model which will be similar to the model currently used. A governor commented that this new process seems harsh as we are trying to encourage people into the profession. AT responded saying it is to ensure high standards are met. A governor asked if the ECT isn't up to standard after the first year are we obliged to keep them on. AT replied as far as she knows we aren't, we are offering a 1 year fixed contract, but will double check.	

	AT went on to talk about the impact of the Catch up funding; she went on to say the tutoring has had a good impact on the first round of children. A governor asked what the timelines for using the funding are. AT replied there are no time restraints on using the funding. A governor asked if it needs reallocating would this be a problem. AT replied as long as we can show we are making good use of the money we are ensuring we have the funding to continue these interventions. AT went on to say we have £11k of the £26k allocated left and we will receive a further £6k we should be able to continue through to the Autumn term. There have been no racial incidents to report and the attendance is looking good. A governor asked are children catching up generally. AT replied there are a significant % of children that won't be where they would have been at this point in the year; however the majority of children are very settled and happy. A quarter of pupils are significantly behind and a further quarter are just a little bit behind, good proportions of pupils are doing really well. A governor asked how year 6 is doing in terms of transition. AT replied that year 6 has worked really hard throughout the lockdowns and they won't be massively far off where they would have been. A governor asked how the staff are coping with the restrictions. The staff governor replied that they are missing the camaraderie of being together.	
8	<u>Agree Inset Days</u> Inset Days put forward by HT: 2nd and 3rd September – Safeguarding Update; STARS refresher and ASD Tier 2 Training. 22nd October – Curriculum/subject leadership 18th February – Cluster Moderation 29th April – Sessions to be disaggregated to facilitate twilight if not needed as a training day. A governor commented that the dates look well planned and on point. It is useful to parents to have the additional day over the bank holiday weekend. Governors agreed dates.	
9	<u>SEND</u> SEND in a nutshell document was sent out to governors (see attached). AT ran through the strengths and weaknesses and areas for development. The 3 key areas for development in SEND are : Develop staff knowledge and awareness of conditions such as ASD/dyslexia/dyscalculia and how best to support in class. Use of TAs and how to maximise impact. Further targeted interventions for children with SEND and monitor	

	impact (designated space needed daily in order to do this) AT commented that all staff are well deployed, purposeful and focused on their work with the children. A governor asked for clarification around the colour coding of the attainment data in the document. A governor asked at what point will the data produced be more up to date. AT replied we can update in school with our attendance and exclusions, any up to date data will reflect a disturbed year. A governor asked at what point we start looking at data again, when does the existing data does become obsolete. AT replied that the LA can provide data analysis which will show local comparisons to other schools, at some point we will need to compare how are children are doing. A governor commented that more meaningful comparisons will be national comparisons. AT replied this is difficult as no data returns are needed this year.	
10	<u>Policies</u> None	
11	<u>AOB</u> AT told governors that she has been looking into containers that could potentially offer additional teaching space, they come in various sizes and are priced between £28 and £39 per week depending on what extra's they have in terms of sink/water heater. This could be a cost effective solution to gaining some additional space. The SG governor has been into school to check the SCR and carry out a governor visit, full report to go to the next CPPC. A governor asked as restrictions are starting to be lifted will this have a significant impact on the school. AT replied that there was very little change based on the guidance for schools that was updated in May. After half term we would like to look at changing the seating plans for year 2, year R/1 have already done this as having the children sitting in rows facing forward doesn't work for how the children are taught. A governor asked how far in advance is the guidance received. AT replied we don't get the guidance in advance of the restrictions changing. A governor asked if we have a Terms of Union document, and if so this needs to be reviewed annually. AT replied we do and this would be something to look at in the Autumn term. The Foundation governor commented that we need to await further guidance before we can plan any year 6 leaver services due to the restrictions on numbers.	Gov report to CPPC

	Meeting ended at 7.05 pm Signed..... Date.....	
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