

Burton C of E Primary
Minutes of CPPC/FGB meeting
Online meeting held via Zoom due to
Covid restrictions
29th November 2021
6:00pm

Governors present
 Alison Timmings AT
 Adrian Ryder ARy
 Melanie Browning MB

Amanda Hibbert AH
 Andrew Carre AC
 Danielle Jeffries

Item Number	Subject	Action
1	<u>Apologies</u> Erica Johnstone – accepted The Chair has been in touch with ‘Governors for Schools’ and has a prospective governor who is interested in the Associate Governor role, will arrange a meeting with HT and Chair.	
2	<u>Minutes from Previous Meeting/Matters Arising</u> Safeguarding training for governors has taken place, AH, ARy and AC attended. Checklist for governor learning walks has been sent to the HT, HT to add specifics to link in with the SDP. Core Ambitions (Belong, Believe, and Achieve) needs to go back to staff to be shared and further discussion, due to staff illness this will carry forward to the next CPPC.	HT to add links to SDP.
3	<u>Pupil Progress/Headteacher Report</u> AT gave a verbal HT report and screen shared information. Numbers on roll are currently 341, 17 pupils are SEN and PP which equals 5% of the school, 27% of PP pupils and 30% of SEN pupils. 4 children have left since the last HT report, 2 are siblings that have relocated, 1 has moved to a school closer to their home and 1 failed to return after a fixed term exclusion despite attempts made by school to make contact with the family to re-integrate the pupil, the guardians made the decision to home educate, LA advice was sought throughout the process. 5 Pupils have joined the school – 2 in Y4, 2 in Y2 and 1 in Y6. Year 6 is now full, Year 3 currently have 49 with a cap put at 51 to allow a year 3 & 4 mix next year with 3 classes of 32, we want to avoid having 13 classes again next year. Covid – local school cases are currently high, additional measures have been implemented in year 6 after an outbreak on the return from the residential, at the height we had 33 confirmed cases within year 6, with a further 6 also unwell but Covid negative, 5 out of the	

	7 adults that attended were also unwell, 4 of which tested positive. There was some knock on for families with siblings with a small outbreak in EYFS. The LA authorised the absence for year 6 parents to keep children at home and authorised siblings to stay at home to prevent crossover into other year groups. As we had 78% of the year group at home by the end of the first week and only 2 members of staff managing the online and in school provision, the LA approved our request to move year 6 to remote learning for the following week. At the height of the outbreak we had 80 pupils out of school due to Covid related reasons or suspected symptoms. We have maintained a strict cleaning regime and have continued to keep classrooms well ventilated. CO2 monitors have now been delivered to check levels within the classrooms. A governor commented that as a parent of a year 6 pupil they felt the outbreak was dealt with very well with clear communication, they felt the decision was the correct one, and parents had been very supportive of the school. Safeguarding – 2 children are currently subject to child protection plans, there have been no further referrals made by school, there are 3 children considered 'Child in need', early help are supporting one family. Training and CPD - September inset days concentrated on SG and STARS refresher training and ASD tier 2 training. 22/10 Curriculum/subject leadership, 18/02 Cluster moderation and Dyslexia training. 29/4 sessions to be disaggregated to facilitate twilight if needed as training day. We were hoping to send out reports this half term however these will be replaced with early spring term consultations online, they will be extended to 10 minutes. SDP priorities this term will be wellbeing, supervision has been bought in through PACE for HT and DSL's, and is significantly cheaper. There have been no racial incidents or fixed term exclusions this term. Attendance is 93.5% to date. A governor commented that it would be interesting to see the attendance data without the year 6 effect. AT responded by saying the majority is authorised absence as due to illness, we currently have issues with lateness with persistent families that are late on a daily basis.	
4	<u>Staff Update</u> Two staff, teacher and HLTA are currently on maternity leave. One lunchtime supervisor will be starting maternity leave at the end of this term and an additional lunchtime supervisor will be leaving at the end of term to take up a full time position elsewhere. Both these positions have been advertised for and interviews will take place before the end of term. CD will be leaving at the end of this term together with AK who will be retiring at February half term. We will be recruiting for full time	

	and part time temporary positions to take us to the end of July, with the view of reducing classes back to 12 for the academic year 22/23. A governor commented that Feb half term isn't ideal in terms of leaving and ask when the school would recruit for this. AT replied that the adverts are already out for cover starting in January a temporary part time and full time role. We are hoping to appoint 2 teachers through the same process; if not we will re advertise in the new year. Governors asked as year 5 is a sensitive cohort would support staff remain the same in this particular class to offer consistency to the children. AT confirmed they would.	
5	<u>Policies</u> Disciplinary policy needs to be reviewed in the new year. Complaints policy was reviewed in 2020 just need to check contacts are in date.	Disciplinary policy.
6	<u>Safeguarding</u> Covered in the HT report.	
7	<u>Foundation Updates</u> Nothing to report from the Diocese. AH asked if we should have a formal foundation committee. The Chair replied our duty is to ensure the spiritual needs of the children are met; there doesn't need to be a separate committee as the previous meetings were always fairly 'ad hoc'. A governor asked is there anything specific we should be doing for SIAMS. It is difficult to have collective worship via Zoom. The children took part in the Remembrance Service which was held outside in the playground and led by the Spirituality Champions. Whole school Christmas services at St Luke's will not be possible again this year, and we are looking into having a carol service outside. The VIP recognition has been updated to show core values. KS1 children take home 'box of me' and return with items to discuss and share with the rest of their class, this has shifted the focus to different qualities and sits well with the STARS programme. A governor asked if there were any updates around the new vicar. AH replied there weren't. A governor asked if it would just be the carol service or were there any other activities taking place in the lead up to Christmas. KS1 have a nativity in school this week which parents are invited to, EYFS will have their nativity in church.	

8	<u>Governor Visits/Learning Walks</u> No visits are currently organised. ARy and AH attended the recent Harvest Festival and visited the local Beaver group demonstrating the links with the local community, reports to follow.	Harvest festival report. Beaver visit report.
9	<u>AOB</u> AH highlighted that the Chair and Vice haven't met with the HT, will arrange after the full meeting. A governor asked if we have a contingency plan for Covid within school in light of the current changing situation. AT replied that the LA is keen for children to be in school and sending children home will be a last resort and only with LA permission. We will continue with the current measures that are in place. We have received CO2 monitors for each class to help with the monitoring of the correct ventilation in classrooms. Meeting ended at 7.06pm Signed..... Dates.....	