**Minutes of the Governing Body Meeting held on**

**18th March 2021 (Virtual)**

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| **Present** | Derek Johnson (DJ)Samantha Hay (SH)Rabia Firfirey (RF)Lisa Nellist (LN)Helen Cass (HC)Eileen Race (ER)Tim Watts (TW) | HeadChairParentStaffParentCo-optedCo-opted |
| **In attendance** | Henryk Francug (HJF)Mandy Glenwright (MG)Paul Taylor (PT) | ClerkStaffProspect |
| **Apologies** |  |  |

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| **Minute** | **Item** | **Action**  |
| 1.0321 | **Welcome and Introductions***Reminder of the confidential nature of the meeting and core functions of the GB which are:**Setting strategic direction; holding Headteacher to account for educational performance; ensuring financial health, probity and value for money.*The above was stated and the meeting commenced at 19:00. |  |
| 2.0321 | **Apologies for absence and to determine whether any absences should be consented to**. *(GB to make a formal decision to consent/not to the absence; reminder on possible consequences of missing meetings for 6 months if absences not* No absences. |  |
| 3.0321 | **To remind Governors of the need to declare interests, pecuniary or non-pecuniary.** (*Governors to make declarations of interest in matters where they have a declarable interest and may need to leave the room/take no part in the item consideration/voting*No declarations. |  |
| 4.0321 | **To determine whether any part of the proceedings should be treated as confidential and excluded from the minutes to be made available for public inspection**. (for *confidential issues such as staffing, legal advice, tender prices etc. GB to agree to treat them as confidential; discussions/meetings of the Governing Board and Committees are confidential and should not be discussed outside of the meeting)*None identified. Any items will be agreed as they arise. |  |
| 5.0321 | **Notification of urgent other business previously notified to the Chair** (*Chair to decide if any items brought forward should be dealt with at the meeting or deferred)*Closure of school. |  |
| 6.0321 | **Governing Board Constitution** *(to consider current and upcoming vacancies and decide what action is needed to fill them (e.g. skills audit). Check all governors have an enhanced DBS check. Check Governors details are correct for GIAS / on the school website.)* Mandy Glenwright was introduced as a Staff Governor.Paul Taylor has a child at school and would like to be considered as a Co-opted Governor. His nomination was proposed by TW and seconded by ER.Paul requires a declaration of interest in that he provides IT services to the school.The new Governors were welcomed to the meeting and the FGB introduced themselves to the new Governors.Andrew Moorland, a local vicar has been approached to becoming a Governor.Parent Governor elections are to be held after Easter.SH explained the roles and responsibilities of the Governors and she urged the rest of the FGB to contact prospective Governors. |  |
| 7.0321 | **To approve, as a correct record, the minutes of the meeting held on** **10th December 2020**No issues were raised and the minutes were accepted.  |  |
| 8.0321 | **To consider matters arising from the minutes for which there is no separate agenda item.** There were no items. |  |
| 9.0321 | **Report from the Headteacher - to receive and ask questions**DJ presented the report.**Safeguarding**One pupil has been referred to Social Care due to an incident. No further action was taken with the family.Attendance is being carefully monitored – year 5 has an attendance level of less than 40%.NYCC audit has been undertaken. This has resulted in a comprehensive audit with a document being produced of greater than sixty pages.The audit has to be submitted by the end of the month and requires the signature of SH.DJ has been identified as the certified led and has undertaken training for the role. LN requires one more training session and will become the deputy to DJ.Safer Recruitment training is part of the training and has still to be undertaken.DJ will communicate the training dates to the rest of the board.PT is keen to be involved in Safeguarding and has offered to undertake the training,. DJ will follow up this request.**Health and Safety.**On Tuesday (16/03/2021) a member of staff (non teaching and not teaching support)was sent home because they felt unwell – her daughter had tested positive for COVID-19. She felt unwell on Monday and carried out two Lateral Flow Tests (LFT) has been taken and both were negative. It would appear that she had been given bad advice . A PCR test was undertaken and this proved positive. She had been in contact with all staff.Advice was sought from PHE, DfE and NYCC.The advice from these bodies was to isolate, therefore, the school was closed.Parents were contacted and were supportive of the decision to close.Comment – LN – Health and wellbeing should be the priority and staff members should be supported.Question – SH – What provision is being given to key workers and vulnerable families ?Answer – DJ – There are to pupils that are classified as vulnerable (inc. bereaved) and DJ has contacted the families and they understand the position. He stressed that he was contactable and available to support them. Contact had been made with local schools to see if an East Ayton bubble could be created with them. This offer has been declined.The school is in contact with NYCC on a daily basis.Remote Learning is up and running. It is online and ready to be used by parents. Parent feedback is positive Thanks to be given to all staff for what they have achieved.Further thanks were given to PT and his team for providing the IT.There were no further comments regarding the closure.LFT are now being executed in the school with teachers recording the result on the gov.uk website.There were no further questions regarding H&S.**SEND**Additional work has been undertaken for SEND. The Dirger system has been used for pupil response.The school has provided extra work and communication to help SEND pupils.At the last school closure;A ‘business as usual’ approach has been taken for teaching key workers and the vulnerable. It is the same curriculum for home and school learning.53% of pupils have been managed in school (a maximum of 67% was reached).35% of pupils are using the online facilities.9% are using the Learning Packs.The feedback was that the quality of the solutions were excellent, however, surprise was expressed as to the quantity of the work required.Matt Blyton of NYCC suggested a survey be undertaken.DJ stated that in general the response to the Parental Survey was good and the comments were encouraging. The system utilised in Spring was the same as the one currently used.Comment – RF and HC – Interactive Learning would be too prescriptive. The current solutions are the ones to use. **School Development Plan.**Matt Blyton and Adrian Grey had informed the school that there were a lot of priorities and that the school should place emphasis on the top 5.The top five have been identified as;Closing Gaps,Improving Teaching and Learning in School,Middle Leaders,Foundation Leaders andSEND Pupil Premium.Closing Gaps.Gaps are being closed and these are being identified by assessments.There is concern with Year 3 and they are being given additional support and progress is being made in closing the gap.A round of assessments have been planned but have had to be put on hold until the first two weeks after Easter. Improving Teaching and Learning.A Staff meeting was held on books and it was agreed to standardise the way of working. Initially the quality of the Reading Scheme books were poor but now with 6K investment the books are being enjoyed.The tracking of book has had a great impact on key stage 1 learning.Middle and Foundation Leaders.Adrian Grey, a former school inspector, utilised his skills in interviewing leaders and asking Ofsted type questions to help improve the responses from the leaders.SEND Pupil Premium.The Pupil Premium is currently 10% but may be a little higher. This figure is being monitored.The pupils need to be in the classroom for monitoring to be undertaken and for progress to be monitored.Question – SH – After the last visit with Matt Blyton we were to be informed of dates that he would be available for meetings. How would monitoring of Single Central Record be undertaken ?Answer – DJ – Matt ran out of time to complete all his actions. DJ to arrange time with Matt, SH and LN. DJ will pick this up in the first week of next term.Friday morning meetings with Governors are to be reinstated for direct monitoring of progress. It would be difficult to execute these online but when the school is reopened the work can be inspected Comment – SH – School Improvement Committees could be used where each subject lead can present work undertaken in their area of work and then this could be followed by a question and answer session.SH has sent her availability dates to Matt Blydon.Thurs. 22nd April is a suitable date for an hour meeting (6:30 or 7:30) and this will be passed to Matt.The Challenge Checklist is a Remote Learning solution.Colour coding is used and crimson is the colour to be achieved.A School Community Event was provided and consisted of interactive lessons. These were executed via ZOOM meetings and all but 2 pupils did not join.DJ has arranged Thurs/Fri online fitness sessions. These sessions are open for anybody to participateDaily engagements are being recorded.Question – Were we working with other schools.Answer – DJ -There is limited value in working with other schools.TW provided an update on Finance.The school is in a strong position for next year. Waiting for End of Year and New Year School Budget to determine where we should spend.It has been a long recovery path and we need to make the best of the position we find ourselves in. | SH/DJLNDJ |
| 10.0321 | **To deal with any matters agreed for consideration under item 5 above**None |  |
| 11.0321 | **How has this meeting impacted on the welfare and progress of our pupils?**The welfare of the school is the primary concern and the school has acted promptly.The appointment of two new Governors means that the board will have a greater impact.It is difficult to see the progress of pupils due to the closure, but the situation is being monitored.An extra FGB may be required to monitor progress in uncertain times.A report by James and Emily will be provided by DJ who will field questions. It is intended that there will be Governor involvement. This will provide evidence of Governor involvement. | DJ |
| 12.0321 | **Date of next meeting** 27th May, 2021 via ZoomFirst week back after easter development committee on Friday.Meeting finished at 20:52 |  |

Signed:

Dated: