

THE GOVERNING BODY OF SLAITHWAITE CE (VC) JUNIOR AND INFANT SCHOOL

Minutes of the meeting of the Governing Body held **remotely (by video conferencing)** at 6:00 pm on Wednesday, 5 May 2021.

PRESENT

Mrs E Trescott, (Acting Chair), Mrs E Bradley, Mrs S Brown, Mrs C Crebbin, Reverend G Holdsworth, Mrs D Kaye, Mrs CL Simpson, Mrs BCA Swift, Mr T Szoradi, Mr S Tierney, Miss C Wadsworth, Mr C West, Mrs P Wood

In Attendance

Ms C Stephen (Minute Clerk)

55. APOLOGIES FOR ABSENCE, CONSENT AND DECLARATIONS OF INTEREST

Apologies for absence were received from Mrs N Bailey (consent).

There were no declarations of interest.

56. NOTIFICATION OF ITEMS TO BE BROUGHT UNDER ANY OTHER BUSINESS

The following items were notified to be brought under any other business:

- Retirement.
- Staff Wellbeing.
- Parent Governor Election.
- Staff Appointment.

57. MINUTES OF THE MEETING HELD ON 4 MARCH 2021

RESOLVED: That the minutes of the meeting held on 4 March 2021 be approved by the Chair as a correct record and signed at a future meeting.

58. MATTERS ARISING

- (a) Head Teacher's Report and Governors' Questions – Policies – (Minute 46 refers)

A consultation with parents had been undertaken regarding the draft RSHE Policy. No major amendments had been made.

RESOLVED: That the RSHE Policy be approved by the Full Governing Body, having gone through the necessary processes.

- (b) Head Teacher's Report and Governors' Questions – SEF – (Minute 46 refers)

Governors were again asked for comments on the School's SEF. Mrs Bradley was happy to receive these via email as well as in person at meetings. The SEF was a living document and was amended regularly.

ACTION: Governor Clerking Service to add the SEF as a Standing Item to the agenda of the meetings of the Full Governing Body.

(c) Any Other Business – Mrs Oversby’s Resignation – (Minute 52 (b) refers)

Mrs Bradley had ascertained that Mrs Shackleton (Associate Governor) could attend meetings of the Staffing Committee but would not be entitled to vote. Mrs Shackleton had decided not to attend the interview for Mrs Oversby’s replacement.

59. REPORTS FROM COMMITTEES

(a) Finance and Resources Committee Meeting held on 5 May 2021

Mrs Kaye informed Governors of the following points which had been raised at the above meeting:

- All Governors had received the documents considered at the Finance meeting.
- The B1 (the budget document for 2021-22) had been scrutinised. Mrs Hall had provided a commentary and had answered any questions raised.
- The B1 had needed a significant contribution of around £26k from the Carry-Forward in order to present a balanced budget. This left approximately £55k as contingency. Governors had praised the way the school was managed as this had allowed it to be prepared and able to subsidise this year’s budget from its contingency.
- Some changes to staffing would see a reduction in spending, effective from September.
- Work would begin on a new Three-Year Budget Plan as the current one was ending.
- Benchmarking against other similar Schools in the area showed that whilst School was generally somewhere in the middle as far as spending went, it was at the top in terms of pupil achievement and progress, showing that it was providing good value for money.
- The SFVS which checked how Governors oversaw the School’s financial status and spending had been examined and recommended by the committee for approval by the Full Governing Body.

RESOLVED: That the SFVS be signed off by the Chair of Governors and returned to the LA before the deadline date for doing so.

- The meeting had discussed projects to be funded from the School’s Devolved Formula Capital which was allocated each year to fund capital projects such as building work and ICT hardware.
- There was currently £25.5k in the fund, £5k of which had already been designated to provide DDA parking spaces.
- The meeting was informed that there was only one dedicated staff toilet situated next door to the Head Teacher’s office. As well as this not being the best location for such a facility, it also fell short of the legal requirement as there were 25 members of staff who needed to use the lavatory, both male and female.
- The Local Authority had been informed of the situation and had sent a surveyor who had suggested a possible location for an additional lavatory. However, it had been made clear that no money would be provided to fund the project.

- Governors felt that this situation needed to be remedied as part of their duty of care for staff wellbeing. Mr West had volunteered to look at the plans of the School to look for possible suitable locations. No estimates for the cost of the work had yet been sought.

RESOLVED: That the installation of an additional lavatory be funded from the School's DFC.

- Recent work on Oak Class Playground had necessitated the installation of a land drain to prevent flooding. Governors felt that this should be paid for from DFC.

RESOLVED: That the cost of the installation of the land drain be met from DFC. This was approximately £2-3k

- It was possible that the LA would install a new boiler over the summer holidays; a contribution to the work from the school's DFC could be required.

Governors thanked Mrs Kaye for her report.

60. HEAD TEACHER'S REPORT AND GOVERNORS' QUESTIONS

Mrs Bradley had circulated her report prior to the meeting and asked for comments and questions from Governors.

Mrs Bradley highlighted the following points:

(a) Numbers for September

Reception was now full for September.

(b) Attendance

Staff attendance had been excellent, as had that of pupils since their return on 8 March 2021 at 98%+. Some requests for holiday leave were now being received and it was expected that this figure would be affected by this.

(c) Wellbeing

Pupils had returned to School ready to learn and with positive attitudes.

The Staff Wellbeing Working Party was working effectively, and staff wellbeing and morale remained good.

(d) Support

18 pupils received SEN support. There were 6 pupils who had EHC Plans. A new child with very high needs had joined School on a part time basis. A review would be held in the near future to determine if the School could effectively meet the child's needs in the future.

(e) Incidents

One homophobic incident had been recorded and dealt with with support from the LA.

An online bullying incident had occurred over the Easter holidays, which had been recorded and dealt with in consultation with parents by Mrs Bradley.

A Safeguarding incident had been logged, which had called for the involvement of both the police and social care workers; this was ongoing.

(f) Colne Valley Hub

The Hub continued to provide valuable support and resources. Slaithwaite Mutual Aid had extended its support. An extensive summer programme of activities had been organised.

(g) SIP, SEF

These documents had been circulated to Governors and were under constant review. Targets included developing the role of middle leaders and monitoring the subjects taught in School. These had been affected by the lockdowns and by the need to focus on providing remote as well as classroom learning.

Another target was to secure the School's direction and special identity as a church School. Mr R Madeley from the local Diocese was due to provide training on 6 September 2021 on this topic.

The new EYFS Framework would come into force in September. SLT were working on this.

ACTION: Mrs Bradley to send the latest version of the SIP and SEF to all Governors.

(h) Questionnaire

All stakeholders had been contacted and asked to give feedback about their opinion of the School in order to support the development of the School Improvement Plan. The results had been shared with Governors who were also asked to complete the questionnaire.

ACTION: Governors to follow the link in the report on stakeholder feedback.

(i) Testing

No formal testing of pupils would be done this year. Internal tests would take place in June and July, the results of which would be reported to parents. Children were working hard and interventions were having an impact. Afternoon sessions were used for wellbeing activities to help children come to terms with all that had happened during the last year and to readjust to being with their peers rather than families.

Parent-Teacher consultations were underway by telephone for KS1 and KS2.

(j) Bubbles

School was maintaining bubbles which involved having split play and lunch times. This would continue until advice to the contrary came from central government.

(k) Policies

The following policies had been reviewed and were brought to the meeting for approval:

RESOLVED: That the Assessment Policy be approved by the Full Governing Body.

RESOLVED: That the Absconding Child Policy be approved by the Full Governing Body.

RESOLVED: That the E-Safety Policy be approved by the Full Governing Body.

RESOLVED: That the E-Learning Policy be approved by the Full Governing Body.

(l) Staff Training

Mrs Cherrington was due to complete her SEN training in the very near future.

Mr Hutson had completed the NPQH training.

Many staff had voluntarily attended mental health, sensory and wellbeing training in their own time. Mrs Bradley and Governors noted their thanks to those members of the teaching and support staff who had done this.

(m) Data

The overview of the School's data on pupils had been shared with Governors. The area which had been most affected by absences from School was Writing.

Q: Was this common across Schools?

A: Yes, according to anecdotal evidence.

Governors thanked Mrs Bradley for her report.

61. SAFEGUARDING

This had been covered by the Head Teacher's Report.

62. SCHOOL DEVELOPMENT PLAN

This had been covered by the Head Teacher's Report.

63. POLICIES FOR REVIEW

This had been covered by the Head Teacher's Report.

64. GOVERNOR TRAINING AND GOVERNOR VISITS

There was nothing to report under this heading.

65. ANY OTHER BUSINESS

(a) Retirement

Mrs Oversby was to retire at the end of the summer term after 34 years at the School.

Governors were invited to any celebration that might take place to celebrate Mrs Oversby's contribution to the School.

(b) Staff Wellbeing

Mrs Bradley explained the reasons for Mr Hutson's current absence from School. Governors expressed their support.

(c) Parent Governor Election

Mrs Crebbin's term of office was to end in July, triggering a new election for a parent Governor.

ACTION: Mrs Bradley to contact parents to ask for nominations for the post of Parent Governor.

Mrs Crebbin was welcome to stand for re-election.

(d) Staff Appointment

The Staffing Committee had interviewed five candidates from the thirty-nine who had applied for the post.

Ms Hannah Parkinson had been appointed, subject to the normal checks by the LA. She was an Early Careers Teacher, which meant she would follow a two-year framework during which she would be supported by a mentor and an induction tutor.

66. DATE OF NEXT MEETING AND POSSIBLE AGENDA ITEMS

RESOLVED: That the next meeting of the Governing Body would be held at 6:00 pm by video conferencing on Wednesday, 7 July 2021.

67. AGENDA, MINUTES AND RELATED PAPERS – SCHOOL COPY

RESOLVED: That no part of these minutes, agenda or related papers be excluded from the copy to be made available at the School, in accordance with the Freedom of Information Act.