



**Thursday 1 Oct 2020 at 6.30 pm virtual meeting by Google Meet**  
**LGB 1 Minutes**

*The agenda was prepared with due consideration to DfE guidance, NGA exemplar agenda during coronavirus outbreak and Anglian Learning guidance.*

**Present:** Paul Izzett PI, Christine Spain CS (Headteacher HT), Jayne Hore JH, , Kate Jessop KJ, Ashley Wagstaff AW, Ed Gunn EG, Francesca Crawley FC, Martin Brown MB, Mike Byrne MB, Sanjay Mistry SM, Gemma Clarke GC, Jo Robinson JR (minutes)

**Apologies:** Leonie Hyde ( Clerk) , [Surabhi Khanna]

**The meeting was quorate.**

Papers for meeting are available on Governors’ Zone. [Click here.](#)

Item	Topic/purpose	Format	Action
1.	<b>Introduction and welcome.</b> PI welcomed governors and reiterated the virtual meeting rules.	V	
2.	<b>Apologies for absence :</b> Leonie Hyde (Clerk), [ Surabhi Khanna] <b>Declarations</b> of interest / pecuniary interest 2020-21. CS is Secretary of a company that provides vehicle hire for another AL school. Also Trustee of Feofee Charity. PI is a member of the Stapleford Messenger Fund committee.  Surabhi and Ashley – please complete Pecuniary interest forms and send to LH as soon as poss. <b>ACTION:LH</b> Pecuniary Interest List will be uploaded to website and handed into office when last forms have been completed.	V	AW and SK to complete pecuniary interest forms  LH put Pec Interests on website and inform office
3.	<b>Minutes from the last meeting</b> Minutes of the last meeting were agreed : LGB 8 16 <sup>th</sup> July 2020	I	
4.	<b>Actions from last minutes and Matters Arising not included in this agenda</b> PI reminded Governors to check their roles (see list attached to minutes of last LGB on 16.7.20) Regarding visits, please ask CS for information if it is not possible to go into school.	I/V	



<p>5.</p>	<p><b><u>LGB Priorities 2020/21</u></b></p> <ol style="list-style-type: none"> <li>1. Developing, monitoring and reviewing the aims, values and vision of the school.</li> <li>2. Monitoring educational performance and standards, including the impact and provision of the recovery curriculum and remote learning.</li> <li>3. Monitoring well-being, welfare and safety across the school including safeguarding and behaviour.</li> <li>4. Developing, monitoring and reviewing the academy's improvement plan, including sustaining the nursery.</li> <li>5. Developing and monitoring relationships with stakeholders including parents and the wider community.</li> </ol> <p>PI asked to have two Governors responsible for each of these priorities, and that a report from one pair of Governors will be given at each LGB.</p> <p>The following roles were agreed:</p> <p>Point 1 KJ and EG        Point 2 SM and GC        Point 3 FC and JR        Point 4 MB and MBy        Point 5 PI and SK</p> <p><b><u>SDP School Development Plan</u></b></p> <p>CS reviewed the main priorities of the plan, which is on the GovZone.        A suggestion was made to replace the wording "Mind and Body" with "Physical and Mental Health".</p> <p><b><u>Draft Vision Ideas</u></b></p> <p><b>ACTION CS</b> showed the LGB two different versions, following Jon Culpin's draft document and reworking by CS and SLT and teachers, plus comments from LGB. A version was agreed, and CS will finalise this and put it into the prospectus, which will form part of the Virtual Tour being planned for prospective parents.</p>	<p>I</p>	<p>CS to finalise Vision Statement</p>
<p>6.</p>	<p><b><u>Education Update</u></b></p> <p>CS gave an update on current arrangements and pupil return.        Recovery Curriculum has been much needed. The children have been thrilled to return to school but many are finding the length of lessons difficult after such a long break. Staff and pupils have enjoyed a whole school topic by Oliver Jeffers from CLPE Recovery Curriculum.</p>	<p>V</p>	



	<p>Some assessment is about to start – reading/writing/maths using NFER assessments. Yr 3 to be given NFER and KS1 assessments. These will help benchmark the progress of the pupils.</p> <p>A question was asked about whether we can see the results of the NFER testing. The headline data will be shared with Governors. Not results, because these would identify pupils.</p> <p>The school will use the results of assessments to decide how to spend the government Catch Up funding (£80 per child).</p> <p>192 pupils on the school role (Reception to Year6).</p> <p>There are 6 available places in Reception. Yr 3 is full.</p> <p>All staff have returned and the school has extra PPE for those staff who need it.</p> <p>Most days there are a few children who don't come in because they have to get a test. Slow results of tests have meant some children have been off for five days.</p> <p>Daily, CS has to update the table which shows how many children have been off with symptoms and send it to LA, DfE and AL , and she also updates the website every Monday and Thursday. Time-consuming!</p> <p>All test results have been negative so far.</p> <p>Parents must wear masks if in school.</p> <p>Staff feel there has been increased socializing among pupils outside school. CS is considering reminding parents about the rule of 6.</p> <p>CS explained that remote learning lessons must be from curriculum that the class is also following at school, not different work just for one or two children. This is too much to expect from staff, who are already coming in earlier, going home later, and also doing midday duties. The school is looking into how best to deliver remote learning if there is another full lockdown, and trialing different ideas. JH stressed that if this situation is long term parents cannot continue to do their own thing with the children at home, or the children will miss too much.</p> <p>CS confirmed that the vast majority of parents are very supportive of what the school is doing.</p> <p>PI asked if the relevant govts could virtually join the weekly staff meetings, which focus on different aspects of the curriculum. <b>ACTION CS</b> agreed this would be possible and will liaise with LH about a link to the meeting.</p> <p>CS was thanked for all her hard work during this very difficult time.</p>		<p>CS to talk with LH to coordinate link govts' presence at staff meetings</p>
<p><b>7.</b></p>	<p><b>Safeguarding and Pupil wellbeing</b></p> <p>Safeguarding Training was attended by most governors on 2 Sept. JR has record of this and handed information to the office so that SCR can be updated. MBy has signed up for AL safeguarding training on 5 Oct and FC has signed up for 13 Oct.</p>		<p>SK to sign up for safeguarding training</p>



	<p>CS and JH have been getting MyConcern up to date. This system makes passing relevant information to other bodies much more straightforward. However, CS explained that although the system allows you to make a report, the slant of the report depends on how/where the concern is logged. School is planning to request further training in how best to use MyConcern.</p> <p>CS confirmed that Safeguarding training is up to date for visiting bodies such as Premier Sport, lunchtime staff and cleaning firm. In future, AL may do Safeguarding training for all cleaning staff across the hub. The latest Safeguarding policy is on the website.</p>		
<b>8.</b>	<p><b>Vulnerable and SEND pupils</b></p> <p>CS reported that vulnerable pupils performing well so far. AW gave a short report on a recent Link Meeting with Specialist Services. A pupil is receiving S&amp;L therapy remotely. Most specialist services not going into schools at the moment.</p> <p>The number of pupils supported with an EHCP has risen from 3-4.</p> <p>There has been one exclusion this week.</p> <p>Not all the Sports Premium money was spent last year, so this will be put towards the creation of a running track on the school field.</p>		
<b>9.</b>	<p><b>Staff Wellbeing</b></p> <p>The Staff Wellbeing survey will be put on the GovZone. Some comments that arose were requests for more training, and better equipment for use at home.</p> <p>AL noted that a comment which stood out from Stapleford School in particular, was how well looked after the staff felt.</p> <p>CS was congratulated for this.</p>		
<b>10.</b>	<p><b>Finance</b></p> <p>Resources Committee (23 Sept 2020). Minutes are on Gov Zone.</p> <p>MB reported that the school was £60,000 down, mainly due to loss of revenue from the nursery and OOSC. However, OOSC breakfast and afterschool clubs are now almost full.</p> <p>Savings: One TA who left was not replaced. SENCO's hours reduced.</p> <p>H&amp;S issue of parents' cars in car park has been resolved.</p>	I	



<b>11.</b>	<b>Risk Register</b> Risk Register (July version) was submitted to AL at end of summer term and on 22 Sept. <b>ACTION CS</b> Updated Risk Register due for submission to AL on 16 Oct.		CS, PI , LH? to update Risk Register an submit
<b>12.</b>	<b>Governance</b> Link Govs to email CS with any questions. Public Relations initiative update SK/FC. No progress has been reported on this. PI to contact SK. PI thanked MBy for producing the latest Governors' Newsletter. <b>ACTION CS</b> will arrange for this to be sent out via ParentMail.	V	CS to send out Govs Newsletter by Parentmail
<b>13.</b>	<b>Policies</b> <ul style="list-style-type: none"> <li>• Use of Mobile Phones and Cameras Policy Aut 2020-23. Policy ratified</li> <li>• Marking and Feedback Policy Sept 20 ratified.</li> <li>• Keeping Children Safe in Education Sept 20 updated version read by governors.</li> </ul>	I	
<b>14.</b>	<b>AOB</b> PI has thanked the PTA for their help with the Moat renovation. Now being much enjoyed by the children.		
<b>15.</b>	<u><a href="#">Dates for 2020-2021 meetings</a></u> Meeting ended at: 8.00pm Next meeting <b>Tuesday</b> 3rd November.	I	