



St Paul's CofE Junior School
Meeting of the Full Governing Body

MINUTES

Date: Tuesday 22nd September 2020

Time: 4:00pm

Present: A Owen

C Partridge

I Phillips

M Gould

C Brown

R Goodhand

C Smart

J Thompson – joined meeting at 4.10pm following re-election to the Governing Body

In Attendance: T Roberts – Business Manager & Clerk to Governors

Apologies received and accepted from: L Milton-Downes

Absent: Nil

Re appointment of Governor: J Thompson was re-elected as a member of the Governing Body following the end of his 4 year term on 12.09.2020

Proposer – C Partridge

Seconded – A Owen

J Thompson stated that this would be his final year as Governor at St Paul's.

Election of Chair: A Owen indicated that he would be willing to continue as Chair of Governors.

A Owen left the room and was re-elected by the Governing Body.

Proposed – M Gould

Seconded – C Brown

Election of Vice Chair: J Thompson indicated that he would be willing to continue as Vice Chair of Governors.

J Thompson left the room and was re-elected by the Governing Body.

Proposed – C Brown

Seconded – C Partridge

Signed 

Date: 13.1.2021

Update Pecuniary Interest Register: Official register was updated.

Pecuniary Interests from Agenda Items: Nil

Agree Code of Conduct & Standing Orders: Agreed and signed by Governors

Agree Minutes from Previous Meeting: Agreed and signed

Matters Arising from Minutes:

CB- What is happening with the mobile classroom?

CP – *Planning application is now complete. Quote for floor pads was very expensive so after discussion S Townend and K Corney will install concrete pads onsite to the company's specifications. Awaiting a delivery date for the portakabin*

CB – is there an update on School Meals? How is the new company working?

TR/CP – *Only able to provide packed lunches currently due to logistics of 'bubbles' and staffing. Looking to hopefully have hot meals later in the term if possible. New lunches look very appetizing and are of a high quality. Very pleased with the new supplier.*

JT – Has the company had COVID training?

CP – *Catering company works out of the school kitchens of a primary school in Wincanton so is very aware of all the regulations. The member of staff only delivers the meals through the fire doors in the hall so is therefore only onsite for approximately 5 minutes per day.*

Agree Committee Members:

The following committee's were agreed:

Finance Committee – MG, JT, AO, CB, LM-D (email contact prior to meeting), CP

HT Performance Management – AO, JT, MG, RG

Pay/Performance – CP, AO, JT, MG, RG

Assign Key Governors:

The following appointments were agreed:

Safeguarding Governor – L Milton-Downes (email agreement)

SEND Governor – M Gould

H&S Governor – C Brown

PP Governor – I Phillips

Signed



Date: 13.1.2021

Head Teacher Report:

CP presented his report to the Governing Body. The highlights were:

- CP looking to update the format of the report
- SDP has been split into St Paul's Priority & COVID-19 Priority
- Staff now looking at learning gaps as 2 weeks into term
- 5 staff leavers, 3 new staff, 1 staff member on sabbatical leave, 1 return from Maternity leave.
- Current vacancies – 2 class teaching assistants, 1 school administrator
- Recently purchased a further 20 ipads to help support the curriculum and additional books for AR reader
- School is working towards a new RSE focus of The Shepard and sheep across the school
- Parental engagement remains good
- My Concern safeguarding package working extremely well. Regular analysis completed.

Governor's questions:

JT – How is the children's well being on return to school?

CP – Generally a lot better than expected. The children seem pleased to be back in school and have settled well.

JT – How far behind is the children's learning? 6 months? And how are SLT gathering data?

CP – writing assessments across all year groups
Selective reading assessments
Maths testing is ongoing
Year 3 are starting from scratch with testing.

The general feeling is Year 4 are not as far behind as expected but there are concerns regarding Years 5 & 6.
Data will be available for the next report.

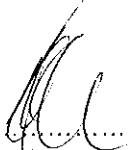
Looking to provide more professional support for Year 3 staff to bridge the gaps.
Also may need to split Year 6 into 4 classes after Christmas.

GB requested that the data also shows the 'level of challenge' so that they can challenge and support the staff as needed.

AO – can you give a rough idea as to how far behind pupils are?

CP/CS – not able to really tell yet but would say that Year 4's appear to be 90% in the head space to learn and Years 5 & 6 appear to be in 80% head space.
Will be looking at the data of those who engaged in home learning and those who didn't.
Year 3 settled well.

Signed



Date: 13-1-2021

RG – Do we now have a culture of 'home learning' following lockdown?

CP – variable from family to family. Many parents glad to relinquish the responsibility of teaching their children.

GB – Do we need to put in place 'phonics' training?

CP/CS – already organised further staff training to help with phonics.

Finance Report:

Very brief update was given as preparing for Month 6 Financial Report. Report to be completed on 21 October.

TR informed the GB that a new Senior Finance Officer has been allocated to ST Paul's for 2020-21 and has already made contact.

Budget currently 31.7% spent

Safeguarding:

Governor's issued with the latest version (Sept 2020) of KCSIE Part 1 both electronically and hard copy.

CP updated the GB with regards to My Concern statistics within his Head Report.

Governor Vacancies:

Governor Services working to find a LA Governor.

Still have a vacancy for a Co-Opted Governor. Need to look at the wider community.

Date of Next Meeting:

Finance Meeting – 11th November following Month 6 Financial Reporting

Full Governor's – 12th January 2020

Signed

Date: 13.1.2021