

ST BARNABAS' C.E. PRIMARY SCHOOL



Minutes of the virtual meeting of the Full Governing Body held on Wednesday, 14th July 2021 at 6.15pm

Present: Maguire Agnew Anne Williamson (Chair)
 Reverend Paul Millard Jo Patton
 Dan Wilkinson Jessica Gilmour
 Lorna Longman Gary Mogan
 John Halsall

In Attendance: Maria Riley - Governance Support Officer, Clerk
 Sheena Powley – Pathfinder School Improvement

		Action																					
	<p>Welcome Prayer The meeting was opened with a prayer led by Reverend Paul Millard.</p>																						
1.	<p>Any Other Business A governor shared he would like to raise a conversation he had with Mrs Galley.</p>																						
2.	<p>Welcome, Apologies for absence, consents and declarations of interest <i>(related to this agenda)</i> The Chair welcomed everyone to the meeting. She reminded governors to refer to the school's Vision & Values and to ask questions throughout the meeting.</p> <p>There were apologies from Hannah Denley and no declarations of interest.</p>																						
3.	<p>Minutes and Confidential Minutes of the meeting held on 28th April 2021 Previously distributed. The Chair requested a change on the non-confidential minutes in item 7, Governor Training, the word 'health' needed adding to 'mental health first aid training' sentence. The clerk will make the change.</p> <p>The minutes and confidential minutes were agreed to be a true and accurate record with the amendment above and the clerk will add approved to the final minutes and return to school.</p>																						
4.	<p>Action Plan and Matters Arising</p> <table border="1"> <thead> <tr> <th></th> <th>ACTION</th> <th>STATUS</th> </tr> </thead> <tbody> <tr> <td>1.</td> <td>The governor will complete their business interest form and safeguarding certificate and send to the clerk.</td> <td>Completed.</td> </tr> <tr> <td>2.</td> <td>A parent governor volunteered to help with reorganising the reading books, the Acting Headteacher will contact him to book a date when this is possible.</td> <td>Carried forward. Sheena Powley will contact Maguire Agnew.</td> </tr> <tr> <td>3.</td> <td>A governor had suggested a teacher and a TA from Pathfinder could talk to the staff about the process and reassure them, Sheena Powley agreed to arrange this.</td> <td>Completed. This would take place in the autumn term.</td> </tr> <tr> <td>4.</td> <td>The Chair reminded governors they needed someone to complete the safer recruitment training. Maguire Agnew agreed to complete the NSPCC training and the AHT and Sheena Powley will send him the link.</td> <td>Sheena Powley will re-send the link.</td> </tr> <tr> <td>5.</td> <td>A governor questioned if they were going to identify why the SEF/SIP plans had been made and what the benefits would be, Sheena Powley responded they could add the costs to the SIP.</td> <td>On the agenda</td> </tr> <tr> <td>6.</td> <td>Sheena Powley highlighted the documents needed to be streamlined and she would help to make sure the areas on the risk</td> <td>Completed.</td> </tr> </tbody> </table>		ACTION	STATUS	1.	The governor will complete their business interest form and safeguarding certificate and send to the clerk.	Completed.	2.	A parent governor volunteered to help with reorganising the reading books, the Acting Headteacher will contact him to book a date when this is possible.	Carried forward. Sheena Powley will contact Maguire Agnew.	3.	A governor had suggested a teacher and a TA from Pathfinder could talk to the staff about the process and reassure them, Sheena Powley agreed to arrange this.	Completed. This would take place in the autumn term.	4.	The Chair reminded governors they needed someone to complete the safer recruitment training. Maguire Agnew agreed to complete the NSPCC training and the AHT and Sheena Powley will send him the link.	Sheena Powley will re-send the link.	5.	A governor questioned if they were going to identify why the SEF/SIP plans had been made and what the benefits would be, Sheena Powley responded they could add the costs to the SIP.	On the agenda	6.	Sheena Powley highlighted the documents needed to be streamlined and she would help to make sure the areas on the risk	Completed.	<p>SP</p> <p>SP</p>
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	register were covered within the SIP. The Chair agreed to send the risk register to Sheena Powley.		
5.	<p>Headteacher's Report</p> <p>Sheena Powley presented the report, SEF and SIP to governors as the Acting Headteacher was absent. She thanked Gary Mogan for discussing the risk register in another meeting which had been forwarded it to Glen Duxbury in Pathfinder and would be brought back to the governors in the autumn term.</p> <p><i>Confidential minutes followed.</i></p> <p><u>SIP</u></p> <p>Sheena Powley reported that the SIP showed where the school was in the summer term and how well they had progressed. She reported the Acting Headteacher had worked hard on embedding reading in school in the term. A governor asked how they could ensure the good changes continued in the autumn term when the Headteacher returned to school, Sheena Powley explained any changes had been discussed with the Headteacher first and she had been kept updated throughout so the good work would continue.</p> <p>A governor pointed out certificates were given out via Class Dojo and the SIP highlighted this as area to work on, Sheena Powley responded some of the communication with children and parents had happened whilst some had not and they wanted to ensure they were doing everything they planned. A governor asked how governors could track that everything, like communication, was being done. Sheena Powley replied the newsletter went out weekly to classes but that the community did not really know the challenges the school was facing.</p> <p><u>Headteacher Report</u></p> <p>The Chair shared the report showed updates on data, pupil voice and reading and she signposted the Yorkshire English Hub project which would be starting in September. Sheena Powley highlighted Clifton with Rawcliffe would support the school with phonics, the data had been impacted by Covid and other difficulties, they needed to communicate with parents on how to support their children at home. They had also contacted Family Learning for support with parents.</p> <p>A governor queried if they had any spring writing data to compare with, Sheena Powley responded she would check the data system and report back. A governor highlighted this term was about wellbeing and there needed to be a balance between data and wellbeing. He added often teachers in other schools would present to parents on different areas of the curriculum and suggested this as an idea to engage parents. Another governor commented there was a parent pack on the school website with the expectations for different year groups and this could be sent to parents. Sheena Powley agreed and will ask Kerry Davies to get this circulated to parents.</p> <p>A governor highlighted phonics results in September 2019 had been in line with the national average and today they had children who needed more phonics intervention and staff who needed CPD. He challenged that they needed to look at the reasons for this change in phonics and the links to the impact of Covid. Another governor commented they needed to review the phonics teaching in the playschool as they had not felt confident in the past with the transition between playschool and Reception in terms of the children's phonics ability. Sheena Powley added they needed to work with playschool to marry up the teaching of phonics between the two settings and low phonics data would be a concern to Ofsted. A governor suggested they needed to focus on what the children needed and not what Ofsted would want. Another governor responded they had been informed that the impact of Covid would not be taken into consideration by Ofsted and that the school needed to address phonics and reading for the children as well as Ofsted. Sheena Powley agreed and pointed out the Yorkshire English Hub would help in these areas and the lockdowns had not helped children progress in phonics.</p> <p>A parent governor asked John Halsall what kind of support he had received and the communication from his children's school. John Halsall explained the teachers had offered training for parents on different areas, the children had weekly spellings, banded reading books, lots of communication,</p>	<p>SP</p> <p>SP/KD</p>	

	<p>thanked Sheena Powley and Kerry Davies for stepping in to support the school with leadership through this time.</p> <p>The Chair explained Maxine Squire had met with the parents who had sent the letter to CYC in order to answer their questions directly. In order to allow parents to ask further questions, two parent meetings were set up (one virtual and one face to face) and date and times conveyed to all the parents of children in school. Unfortunately only five parents had attended, but had asked great questions. The main points to come out of the meetings were around communication, questions about merged year groups and asking about staffing for September. They particularly wanted more clarity around statements in letters. The Chair highlighted they needed to be more aware of explanation in letters and to encourage parents to ask if they are unsure.</p> <p>Earlier in the school year, the Chair said we appeared to be getting communication right according to the responses received from the survey sent to parents. We need to encourage parents to come back to school to ask further questions if they don't understand anything sent out to them. This year has been particularly challenging as parents have not been able to come into school because of covid. Parents had responded well and were positive about their children being at St Barnabas.</p> <p>She added her thanks to the following people:</p> <ul style="list-style-type: none"> • Nicola Massey, Sheena Powley and Kerry Davies in leading the school. • All the staff for their hard work in this challenging year. • Julie Woolgar for being an anchor in KS2 and Year 6 for many years and stepping up into the leadership role. • Hannah Denley for being a staff governor and the SENDCo. • Di McLaughlin, TA, who was retiring after a long career at the school. • To governors for their tolerance, support and contacting staff, which had been much appreciated. <p>The Chair wished everyone a safe and relaxing summer break.</p> <p>The Chair highlighted the next steps:</p> <ul style="list-style-type: none"> • Communication with parents and staff. • The Curriculum. • Senior Leadership Team. • Behaviour • Safeguarding • Children with additional needs/SEN • Governors and staff needed to be ready for September and Ofsted. The governors needed to have an overview of the year, eg booking in when they would carry out their link governor visits and ask probing questions, so we would have an improved overview of the school. <p>The Chair asked governors if they were happy to meet over summer in smaller groups to get prepared for the autumn term, the governors agreed they were and the Chair would be in touch with governors about possibly meeting on the 8th September, prior to the September FGB. The Chair asked governors to send any points for discussion to her for the smaller groups as well as the above list.</p>	Chair
8.	<p>Safeguarding</p> <p>The Chair informed governors the safeguarding link governor would meet with the Headteacher in September and the staff were using CPOMS in school.</p>	
9.	<p>Committee Reports</p> <p><u>Resources Management Committee – Minutes from 21st April 2021</u> For information only.</p> <p><u>Curriculum Committee minutes from 22nd June 2021</u></p>	

	For information only.	
10.	Policies <u>Accessibility Plan – Approved.</u> <u>Code of Conduct – Approved by Chair’s Action.</u>	
11.	Health and Safety (H&S) The Chair reported they needed a link Health & safety governor.	
12.	Any Other Business – follow up A governor reported he had talked to Mrs Galley and she wanted to chat to someone about the challenging term at school, Jessica Gilmour offered to contact Mrs Galley before the end of summer and in September to talk.	
13.	Confidentiality Separate confidential minutes.	
14.	Date of next FGB meeting: Wednesday, 29 th September 2021 at 6.15pm	

The meeting closed at 8.55pm

_____ APPROVED _____
Chair

29/09/2021 _____
Date

Action Plan following the Meeting of the Full Governing Body held on Wednesday, 14th July 2021

Number	Action	item	Person	Date
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3.	A governor queried if they had any spring writing data to compare with, Sheena Powley responded she would check the data system and report back.	5	SP	By the next FGB
4.	Another governor commented there was a parent pack on the school website with the expectations for different year groups and this could be sent to parents. Sheena Powley agreed and will ask Kerry Davies to get this circulated to parents.	5	SP/KD	By the next FGB
5.	The governors had some questions about the report and the Chair of the Resources Committee agreed to contact the SBM to clarify.	5	LL	By the next FGB
6.	The Chair would be in touch with governors about possibly meeting on the 8 th September.	7	Chair	ASAP

Items for next FGB agenda: Always add the Visions and Values to the top of the agenda

- Link Governor roles
- New Parent governor

- Risk Register

APPROVED