

## BROOMHILL INFANT SCHOOL (DRAFT)

### MINUTES OF THE MEETING OF THE FULL GOVERNING BODY HELD VIA ZOOM ON 13<sup>th</sup> JULY 2021

Present:	Derek Grover (Chair) Lorraine, Phil, Helen, Catherine Timbers (Headteacher) Imran Ahmed, Joanne Jones, Helen Downham, Toby Wilson, Helen Wnysall, Lorraine Hill, Phil Kenogh.
In Attendance:	Mark Wilde (Clerk to Governors)

		ACTION
<b>1</b>	<p><b>Apologies for Absence</b></p> <p>Deborah Lodge and Esme Lawy</p>	
<b>2</b>	<p><b>Declaration of any pecuniary interests relevant to this agenda</b></p> <p>Toby Wilson (as per previous minutes)</p>	
<b>3</b>	<p><b>Conduct of meetings in the coming year - whether to continue virtual attendance</b></p> <p>Governors decided to wait and see what the regulations, advice and case rates are in September before deciding this.</p>	
<b>4</b>	<p><b>Confirmation of the previous meeting and report on matters arising from the minutes</b></p> <p><b>Matter arising from the meeting</b></p> <p>A new parent governor has been elected, admissions have been finished, everything else has been completed.</p>	
<b>5</b>	<p><b>Review of Governing Board - Membership and Vacancies</b></p> <p>It was reported a vacancy has been filled by Esme Lawy . There was a supplementary query whether Imran Ahmed’s time was completed, but it is felt that he swapped from being an LEA governor to a parent governor at the time that Becky Linsell became a governor rather than a parent governor, this was in October 2020.</p>	Catherine to check with Abbie

<p>6</p>	<p><b>Committee minutes and reports from governors with curriculum links</b></p> <p><b>Teaching, Learning &amp; Curriculum Committee</b></p> <p>It was agreed meetings for the time being are conducted via zoom, all minutes stored on the shared drive, welcomed new member, governors also discussed online learning, returning to school, admissions, transitions, etc were unable to conduct at present Learning Walks to do a deep dive due to the pandemic but hope to return to them next year. In the meantime.</p> <p>Governors found the report from Fiona Gowers report thorough and useful.</p> <p><b>Resources Committee</b></p> <p>Catherine summarised budget and reported this was ok, the school has a reasonable carry forward, a number of families needed IT equipment for home learning, secured extra funding x 2 from DFE for catch-up and to close gaps, H&amp;S audit and many others (e.g. legionnaires) all done and up to date, new climbing frame amazing, provides good level of challenge that the children are enjoying an which will ultimately feed through to their core strength.</p> <p>47 children were in school during lockdown and were very pleased with the provision, as were those at home.</p>	
<p>7</p>	<p><b>Headteacher's Report</b></p> <p>PL reported very positive results which everyone is rightly proud, Red Base achieved 73.3% GLD, yellow base FS2 achieved 100% including some very young boys who it was not certain would, Red base has a very young boy who joined from Saudi and had not attended nursery or other provision and thus was v immature- he will repeat YR starting Sept, also one girl who started very strongly but then returned to Saudi during both lockdowns and whilst made excellent progress did not quite achieve GLD as did 2 x LAC. The overall level of GLD thus was 80% which exceeded the target and was above the last few years. The reasons for this may include the fact that the children who were in school were much reduced in number but still had the same number of staff to support them, plus there was a very high level of parental support and engagement in online learning so the children at home were getting 1:1 input.</p> <p>Catherine added that Sarah Hawley with Luke did a superb job of getting online learning in place quickly whilst supporting staff with technical assistance, training, and coaching.</p> <p><b>Q DG asked how everyone settled into being back in school?</b></p> <p>PL said that they took it back to basics as they did in September, and it took a couple of weeks as it was a big change for those who had been at school as well as for those who had been at home.</p>	

**Q RL asked if there are any learnings that can be adopted for next year (whilst never wishing to repeat the lockdown/ online learning experience!).**

PL said that Emma Turton is doing a course that includes a research project on parental engagement. There was a high level of engagement with the 9am meeting each morning but after that the online learning offered a high degree of flexibility about what needed to be done and when, which parents appreciated. The feedback from parents will help to inform what we do next year.

HW pointed out that JJ always ran parental engagement sessions which were appreciated, JJ said that it will be a key part of next year as the guidance coming out has a focus on parents reading to their children. CT said that in the long-term plan there is a place to keep Google Classrooms.

JJ reported on Y1 which we were not obliged to test this year but did using previous tests, the results show that 67.5% got 32 or more out of 40 (previous required mark), however 3 got 31 and another 30 which if they had got 32 would take the overall level above 80%. The areas children struggle with are always the same e.g., split diagraphs leading us to think it may be developmental as they have been taught a lot.

Y2 expecting a big drop.

SAT Test were cancelled

Buying into the Phonics Scheme.

Maths 79% ARE

Catherine Reported parents engaged whilst children were at home. A few families struggled staff called round and got what they needed to own the learning. The school made sure no one slipped through the net

**SEND**

The SEND register has stayed very much the same with 5 on register & 10 on list

Referrals to Ryegate are currently taking up to 18 months

Kate Woodhead Fusion 3 Assessments?

Speech Language - 12 months behind

There are 3 SEN Pupils receiving LAC Funding

The school is signed up for Nuffield Training in September 2021

Going forward 2 who are on the SEN register are already in school. All teachers have up to date file.

Gill Bush has overview of cohort

	<p>The Headteacher reported a positive meeting had taken place with new parents, including Phil, and Di followed by questions from new families,</p> <p>School Reports have already gone out.</p> <p>Derek commented upon the remarkable amount of work that had been undertaken, to achieve as much as we have and performed better than expected with happy children. Derek and the Governors placed on record their appreciation to the Team.</p>	
<b>8</b>	<p><b>To approve the budget spending plan for the financial year 2021/22</b></p> <p>Rebecca reported the deficit was a result of the school being closed resulting in a loss of income - 29 kids who would have been provided with wrap around care, the additional awkward class size, no Tea-Time Clubs, Archers Club. Governors were assured funding for the school will be fine.</p> <p><b>Q Can you confirm what the school was funded previously?</b></p> <p>Catherine would pick this up with the School Business Manager and circulate information.</p> <p><b>Q - How the school receives funding payments?</b></p> <p>Catherine responded we get paid 6 months in front then six months behind.</p> <p>Catherine will recirculate an updated budget spending plan. Governors were happy for Derek to approve/sign off up to 2023/2024.</p>	Catherine
<b>9</b>	<p><b>Annual Report on Safeguarding</b></p> <p>The Headteacher reported the Safeguarding report has now been submitted online prior to the October deadline. Catherine commented the online form takes around two days to complete however does support the school in ensuring everything required is in place, evidenced and is RAG rated.</p> <p>Derek was thanked for his involvement for responding to the question relating to governance.</p>	
<b>10</b>	<p><b>Confirm or appoint the reviewers for the Performance Management of the Headteacher and to appoint an external advisor to support the process.</b></p> <p>The reviewers were confirmed as Lorraine, Helen &amp; Debs (Deputy Chair) and Adrian Francis was to be appointed as external advisor who offered a date of 5/10/21.</p>	
<b>11</b>	<p><b>Plan – agree meeting dates for the 2021/22 academic year.</b></p> <p>Catherine to circulate dates and times like this year.</p>	

12	<p><b>Plan/agree any Governing Board self-evaluation activity.</b></p> <p>The Chair reported Governors had recently carried out a self-evaluation activity.</p>	
13	<p><b>Review of the meeting – how has the Governing Board fulfilled the three core functions</b></p> <p>Through agenda items, meeting, and discussions the core functions are being fulfilled by the Governing Body. The Headteacher was asked if she felt sufficiently challenged and supported by the to which she replied yes. Abbey who is external to the school.</p>	
14	<p><b>Review of Governor Training Opportunities</b></p> <p>Esme has undertaken induction training. Both Toby &amp; Helen have undertaken their Safeguarding. Certificates to be emailed to Abbey. Helen said we needed to push whole concept of training and be the very best we can be.</p>	
15	<p><b>Any other urgent business</b></p> <p>There were no items of AOUB.</p>	
16	<p><b>Date and time of the next meeting</b></p> <p>To be confirmed.</p>	
17.	<p><b>Close of meeting</b></p> <p>The Chair closed the meeting at 17.06 pm</p>	