

THE FEDERATED GOVERNING BODY OF SAVILE TOWN CE (VC) INFANT AND NURSERY SCHOOL AND THORNHILL LEES CE (VC) INFANT AND NURSERY SCHOOL

Minutes of the meeting of the Governing Body held *remotely* at 5:30 pm on Tuesday, 23 March 2021.

PRESENT

Miss K Allen (Chair), Mrs K Asquith-Dolan, Ms S Cavanagh, Mrs D Douglas, Ms A Mocanu, Reverend A Pollard, Mrs K Quinn, Miss D Roberts, Miss M Sharif

In Attendance

Miss Diane Horton (Minute Clerk)

65. APOLOGIES FOR ABSENCE, CONSENT AND DECLARATIONS OF INTEREST

Apologies were received from Mrs S Dudding (consent), Mrs J Lord (consent) and Mrs S Patel (consent).

There were no declarations of interest.

66. NOTIFICATION OF ITEMS TO BE BROUGHT UP IN ANY OTHER BUSINESS

There were no items notified to be brought up under any other business.

67. REPRESENTATION

Governors confirmed receipt of the new Instrument of Government.

68. MINUTES OF THE MEETING HELD ON 8 DECEMBER

RESOLVED: That the minutes of the meeting held on 8 December be approved by the Chair as a correct record and signed at a future meeting.

Governors reported that approval of these minutes had been carried out at a previous meeting.

69. MATTERS ARISING

There were no matters arising.

70. MINUTES OF THE MEETING HELD ON 2 FEBRUARY

RESOLVED: That the minutes of the meeting held on 2 February be approved by the Chair as a correct record and signed at a future meeting.

71. MATTERS ARISING

(a) Buildings and Maintenance (Minute 56 (f) refers)

The entrance ramp at Savile Town was now complete. At Thornhill Lees, the boiler work has now been completed, but not the radiator work has not.

The new rear playground has been completed but the reseeded of the field still needs to take place when the weather is suitable. The state of the hall ceiling remains under negotiation with the LA. The carpet in the downstairs corridors has been replaced with carpet tiles.

(b) SEN (Minute 56 (h) refers)

Some extended services were returning to the School. The CCI Team still need to come into School to help support several high needs pupils.

Q: When will the radiator work be completed?

A: It is back with the manufacturer. They claim it is wear and tear, which it isn't.

Q: How have the children settled back into School?

A: They are doing really well. The curriculum is slimmed down so they can focus on the skills they need. They have lost some stamina and independent skills.

Q: Have School staff been vaccinated?

A: Some, but the Head Teacher does not have exact numbers are not to hand.

72. HEAD TEACHER'S REPORT AND GOVERNORS' QUESTIONS

The Head Teacher gave a verbal report at the meeting, the main item being how the children were settling in back at School.

A number of families were in Pakistan where there was a lockdown, so they were unable to return. Combined with previous School closure this would mean a substantial period of absence. Some of the pupils concerned were EHCP and their applications would be held up.

Q: Will the process for the EHCP application be halted or will it start again from where it left off?

A: Luckily, we will be able to hold a meeting when the child returns but it will be behind timeframes.

Q: What happens with regard to them being missing in education?

A: They are only classed as missing if there is no contact with the parents, but there has been some contact.

They would not be taken off the roll as there was no waiting list at the School. Letters have been issued with notification of fines for pupils aged over five years.

Q: How have the staff settled back?

A: They are very tired. The School feels very crowded and noise levels are going up. Tiredness is a huge factor for both children and staff.

Q: Are there any isolating persons or bubble closures?

A: There are no bubble closures but a few children have gone for a test. One child is isolating due to their sibling having Covid.

The SDP has been sent out with a review of targets. It was just an overview to see if the School targets fitted in with the LA targets. It fitted the needs of the children at the moment.

The Chair thanked the Head Teacher for her report and all the work that the staff were doing.

73. SAFEGUARDING INCLUDING HEALTH AND SAFETY

The Head Teacher reported on safeguarding numbers in the School, including one child on Child Protection, also a LAC; two children in need, no TAF. Quite a lot of families were needing emotional support.

In terms of health and safety, the Resources Committee had received all the reports and discussed these in the meeting. They had all been agreed.

The Headteacher, Mrs K Quinn and Mrs J Lord have done Safer Recruitment training, and Mrs K Asquith-Dolan is booked on later in April. The Safeguarding audits have been completed.

74. SEF

Both SEFs had been updated and shared with the KLP. The KLP had looked at both SEFs and made some useful suggestions. The Governors had been passed Savile Town's SEF for this meeting to look at.

75. SCHOOL WEBSITES

The website was being kept up to date with information such as the curriculum and mental wellbeing. It was not clear how many parents made use of it. The Chair commented that at a recent Governor briefing it was stated that it was important to keep the website up to date.

The School had carried out a survey on the RHSE curriculum and had received many replies and good feedback. More surveys could be carried out with parents on other aspects of school life.

The Agenda was taken out of order at this point.

76. GOVERNOR TRAINING AND GOVERNOR VISITS

Governors spoke about their lead responsibility and contact with the School as suggested at the last meeting.

Miss Sharif had been in touch about RHSE. She reported that the work in this area was excellent and she had talked about responses to the questionnaire. The main concern was about mental health at such a young age. Collaborative work between the two Schools was discussed.

The Head Teacher added that both Schools carried out their RHSE surveys at the same time. The next stage was a joint Federation Policy. Curriculum information for RHSE was on both School websites.

Ms S Cavanagh would be in contact before the Easter Holidays.

Mrs S Dudding had been in contact and could share feedback at the next meeting.

The Chair had been in contact with questions about the early years unit and how data was broken down. Very full answers were given and a full report on strengths, focus and plans for the summer term.

77. FINANCIAL MANAGEMENT AND MONITORING

The Head Teacher reported on the recent Resources Committee meeting and the following was noted:

- The main item had been discussion of the budget up to period 11. This showed a potential carry forward of £40,000 at Savile Town and £25-29,000 at Thornhill Lees.
- The DFC budget remaining was £5,400 at Savile Town and £1,825 at Thornhill Lees, the latter being committed for toilet refurbishment.
- Other discussions at the meeting were: projected pupil numbers and staffing levels, the draft budget, the health and safety audit, fire risk assessments, benchmarking, and the SFVS document. The SFVS was recommended for approval at the full Governing Body meeting.

RESOLVED: That the SFVS be approved for both Schools.

Deleted – Minute 80 refers.

78. ANY OTHER BUSINESS

There were no items raised to be brought up under any other business.

79. DATES OF FUTURE ITEMS AND POSSIBLE AGENDA ITEMS

RESOLVED: That the next Full Governing Body meetings would take place on the following dates at 5:30 pm, at a location to be confirmed:

Tuesday, 11 May 2021
Tuesday, 29 June 2021

The Resources Committee would meet to discuss the budget at a date to be confirmed.

80. AGENDA, MINUTES AND RELATED PAPERS – SCHOOL COPY

RESOLVED: That Minute 77 (The Draft Budget Summary Discussion – from the fourth paragraph to end) be excluded from the copy to be made available at the School, in accordance with the Freedom of Information Act and excluded as confidential under Regulation 15 (3) School Governance (Roles, Procedures and Allowances) Regulations 2013 from the copy of the minutes to be circulated to staff.

The meeting closed at 6:30 pm