

**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, 11 May 2021.

PRESENT

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

In Attendance

Mrs J Lord (Observer)  
Mrs S Morley (Minute Clerk)

81. APOLOGIES FOR ABSENCE, CONSENT AND DECLARATIONS OF INTEREST

Apologies were received from Ms S Cavanagh (consent) and Mrs S Patel (consent).

There were no declarations of interest.

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

The following item was notified to be brought up under any other business:

- Academisation.

83. MINUTES OF THE MEETING HELD ON 23 MARCH

**RESOLVED:** That the minutes of the meeting held on 23 March be approved by the Chair as a correct record and signed at a future meeting.

84. MATTERS ARISING

There were no matters arising.

85. HEAD TEACHER'S REPORT AND GOVERNORS' QUESTIONS

The Head Teacher circulated her report prior to the meeting.

She reported that the Schools are teaching a "slimmed down" curriculum, with the aim also to increase fun and creativity for the children. The children particularly enjoyed science week with lots of outdoor learning. This had been postponed from March.

Voting day had been used as an inset day as the school cannot open on this day.

Network meetings had been running, there had been a theatre project Inset session and staff at Thornhill Lees had received some autism training that is specific to children in the School.

Teachers had had Performance Management review meetings and learning walks, book scrutinies and moderation had been completed. All policy updates are complete as required.

**Q: How many staff are vaccinated now?**

**A:** The Head Teacher did not know the numbers, as staff are not required to report, however she was aware that several had had at least one vaccination, with some receiving their second dose.

**Q: How is staff morale?**

**A:** It is challenging for some staff being back into School in a more normal situation. The pace is challenging no matter how we try to offset the impact. Morale fluctuates. A staff Governor from Savile Town noted that it can peak and dip depending on how engaged the children are and staff are concerned when they are not engaging. There is also pressure to plan for next year and ensuring that the children are ready to move to the next stage; it is generally ok and Savile Town staff can support each other in School. Mrs Lord noted that it was nice for staff to be back working together at Thornhill Lees, and particularly made running the office easier.

**Q: How is pupil attendance?**

**A:** There have been usual childhood illnesses in the last few weeks, some are isolating whilst a member of their household are awaiting test results (which have been negative so far) and some have had to isolate on returning from abroad. Attendance has dipped but this was to be expected. Those children who we are concerned about are referred to pupil support. At Savile Town the families who cause the most concern tend to be eastern European who do not speak English at all making communication difficult.

(a) Pupil Numbers

This had been discussed in detail at the last meeting.

(b) Buildings and Premises

The radiator work at Thornhill Lees is ongoing and fire exit work in the year one classroom will be done over Spring Bank holiday. The resurfacing work to the 2-year old's play area will be done over the summer holiday.

There is no work planned at Savile Town.

General classroom supplies will need to be replaced as required.

(c) Health and Safety

There was a fire inspection at Thornhill Lees today. There were no significant concerns.

There was nothing to report from Savile Town.

(d) School Development Plan

This had been circulated to Governors with items that had progressed shown.

The Head Teacher reported that it feels like a positive achievement that areas are progressing given the pandemic. The targets were written over a year ago but are still relevant.

(e) Special Educational Needs

The SEN register is included in the report. Outside agencies are starting to come into School again. This is beneficial for children with high needs.

(f) Safeguarding

There are no children subject to safeguarding measures at Savile Town; there is one child in needs and one TAF at Thornhill Lees.

Details of training is included in the report.

(g) GDPR

There is a new person (Mrs S Pipe) working with the School on GDPR. There is a meeting planned for 8 June. The cost of the service has been reduced for the school because the Schools have combined their policies and meetings.

(h) Single Central Record

The Head Teacher checks this monthly whilst Reverend Pollard has been unable to come into School. She will arrange a visit and check this after 17 May.

**Q: How is planned monitoring?**

**A:** The Head Teacher reported that the planned schedule of meetings has been moved back a few weeks/swapped around where appropriate.

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

86. SAFEGUARDING

This was discussed in the Head Teachers report.

87. SEF

The SEF for Thornhill Lees had been circulated to Governors.

**Q: What does the quality in education – Early Years target involve?**

**A:** This includes setting up provision areas and supporting progression from 2- to 5-year-olds, developing labelling across each year group to allow consistency and to link to the provision to KS1. The last Ofsted report at Thornhill Lees stated that the outside learning environment should provide a varied and imaginative experience for 2- to 5-year-olds. Consideration will also be given to how children with additional needs can use the provision.

88. SCHOOL WEBSITES

The Head Teacher agreed to check that the Governors' details on the websites were up to date. There is an old version of the website that needs to be taken down which could cause some confusion.

The Head Teacher reported that information is added to the websites including recent changes to newspaper articles rather than blogs. More items regarding mental health will be added in due course. In addition, there will be some work with Thrive to add on information about internet safety and mental health.

The Head Teacher noted that she was not sure how parents used the website. A staff Governor noted that as a parent, she would obtain information from other channels (class dojo etc) rather than the website and felt that School websites were more a tool for prospective parents. Governors agreed with this but noted that the websites were useful place to find policies and is a statutory requirement.

89. DEDICATED HEADSHIP TIME

The Head Teacher noted that she is well and feels on track given a difficult few weeks.

90. OUR SCHOOLS AS CHURCH SCHOOLS

Mr L Talbot is the link officer who was due to visit today, unfortunately the visit did not take place as planned. The Head Teacher had a virtual meeting with him instead. He has knowledge of the local area and was very supportive. He can support the Schools as church Schools for SIAMS, and also School improvement. Governors noted that they must buy in for both Schools to benefit from extra time with him.

Reverend Pollard agreed to pass on the Head Teachers details to Thornhill Church to arrange a visit. The Head Teacher noted that there had been an invite from Ravensthorpe to run a virtual workshop for children in School.

91. FINANCIAL MANAGEMENT AND MONITORING

The Thornhill Budget was presented to Governors. When the draft budget was presented to Governors previously, the carry forward figure was not available. The carry forward has now been confirmed at £48,883. This is more than expected. £10k has been added to general repairs and maintenance, £20k to classroom support assistants and £18,883 to the contingency. The budget balance is £1,463,275.

**RESOLVED:** That Governors agreed the Thornhill Budget

The three-year forecast was presented for Thornhill Lees. This is a new task for this year and is based on the predicted numbers over the next 3 years. Percentage increases to salaries (teachers 2% and teaching assistants 1%) have been included, along with 5% increases to energy, rates and buy backs. Thornhill Lees budget is expected to increase to approximately £1.5m.

Mrs Lord reported that the T5 cash flow for period 13 was circulated to governors. It shows the £48k carry forward. The cash flow shows a change to ETA and an underspend of £32k as there is early years money in the budget. The money manager agrees with the T5. P2 will be send out in advance of the next meeting.

Savile Town was in a difficult position the last time the budget was looked at.

**Deleted – Minute 95 refers.**

92. GOVERNOR TRAINING AND GOVERNOR VISITS

Mrs Dudding reported that she had spoken to the SEN leads at both Schools by phone. At Savile Town, all children on care plans were attending School and could be monitored. Contact with parents was maintained. The main issue was lack of face-to-face support from speech and language, although online support was available. The nursery Nurse at Savile Town was highlighted for her support and dedication to the work.

At Thornhill Lees, 7 of the 9 children on care plans were in School and could be supported. Some had had packs sent home and had welfare calls. Again, speech and language was the main concern. There had been concerns about outside agencies not coming into School. Mrs Dudding hoped to visit the School in person as restrictions ease.

The PE lead Governor was not present to give an update.

93. ANY OTHER BUSINESS

Academisation

The Head Teacher had emailed the Chair regarding academisation. This should be discussed annually by Governors. The Government have academisation on the agenda again.

**Q: Are we in danger of being forced to change?**

**A:** No, this is not likely at the moment.

**Q: What is the diocese view?**

**A:** The diocese emailed to confirm that the School would need to join a church academy if they were to change. Their message was information rather than a steer.

Governors agreed that they would consider this annually, but it felt like it was just something to be aware of at the moment.

94. DATES OF FUTURE ITEMS AND POSSIBLE AGENDA ITEMS

**RESOLVED:** That the next Full Governing Body meeting would take place at 5:30 pm on Tuesday, 29 June 2021, at a location to be confirmed.

95. AGENDA, MINUTES AND RELATED PAPERS – SCHOOL COPY

**RESOLVED:** That part of Minute 91 be excluded from the copy to be made available at the school in accordance with the Freedom of Information Act.

*The meeting closed at 6:30 pm*