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Meeting
Local Governing Board
Friday 24th September 2021@ **11.00am**

Venue: TEAMS

Chair Emily White

Item No		
001/21	<p>Present</p> <p>Emily White EW Moira Farley MF Lesley Bainbridge LB Louise Balaam LBAL (In/out connection issues) Lesley Richardson LR Julia Benson JB (left Early) Ali Mitchell AM</p> <p>Attending</p> <p>Saira Sawtell SS Amanda Osborn AO</p>	<p>Apologies</p> <p>Emma Gould Rebecca Golledge RG</p> <p>Guests:</p> <p>None</p>
	Item Details	Name
002/21	<p>Chairpersons opening remarks</p> <p>EW requested everybody to be ready 5 minutes before the meeting starts to ensure we keep to the timings on the agenda.</p>	EW
003/21	<p>Declaration of Business and Pecuniary Interests</p> <p>Due to meeting being on Teams AO will collect all new business interests for current year by email.</p>	AO ACTION
004/21	<p>Approval of Minutes of the Last Full Governors Meeting Held on Friday 9th July 2021.</p> <p>Minutes were not uploaded by AO to teams. Governors to approve next meeting. AO apologised and will e mail them as well.</p>	EW ACTION
005/21	<p>Actions</p> <p>101.1: Governors to confirm Governors Social date (Complete) 101.2: Governors to attend training on 1/9 at 8.15am (Complete) 101.2: LB to attend TAs Reading training on 1/9 pm LB didn't attend but watched the powerpoint. Specific phonic training for weak readers. LB has emailed some questions awaiting response. LB said there has been a good uplift in standards. 104.1: AO to amend minutes of the last meeting to clarify that the platform is to register concerns about peer to peer sexual harassment. (Complete) 104.1: VS to raise above platform suggestion to MAT Directors for their view on the issue. (Complete)</p>	GOVS GOVS LB AO VS

	<p>104.2: LBal still looking into fundraising – LBal contacted FrOssies to research the wish list from SS. LBal to do a google form to send to add into weekly newsletter to parents. LB suggested raising money for mental health. LBa said whilst this is high on the agenda parents may be in the mindset that it is the responsibility of the government and schools to fund this. LBal said fun and creative learning environment fund will attract a better response and can incorporate mental health. LBal to speak to SS and send form to AO to send to parents.</p> <p>104.4: LR still looking at recruitment and retention training (Completed, in teams)</p> <p>104.4: SS to arrangement payment of NSPCC Safer Recruitment training (Complete, paid made in July)</p> <p>105.2: Governor logins to portal to be distributed to Governors (Complete)</p> <p>107.3: MF to look at Maths non-negotiables with link staff member (Complete)</p> <p>107.3: Governors invited to attend pedagogy of the week sessions on teams, Wednesdays 8.15am as and when. (Complete)</p> <p>106.1: EW to produce the SWOT – Now in TEAMS</p> <p>108: EW going through RAP (See item 011/21)</p> <p>111: H & S building update deferred (See item 008/21)</p>	<p>LBal Action LR SS</p> <p>EW</p> <p>MF</p> <p>GOVS</p> <p>EW EW AO</p>
006/21	<p>Correspondence/MAT</p> <p>On 1st December the MAT will hold a meeting at St Osmund's. EW and SS are invited to attend. EW can raise any questions including a post Covid mental health nurse. Any questions can be emailed from governors to EW post this meeting.</p> <p>The Wessex MAT has a new office in Poundbury, where all the MAT staff work out of.</p>	EW
007/21	<p>Budget Changes & Finance</p> <p>Governors read the reports produced by RG prior to the meeting. RG wasn't present but had spoken to EW in their pre-meeting prior to this meeting. RG had said the MAT has made adjustments to the reports. The governor's monthly budget report has been produced to give the finance headlines, any questions can also be emailed to RG. EW asked governors to make sure they read this report to familiarise themselves with the budget for each meeting.</p> <p>The report showed OOH having a small profit and governors all agreed to support the out of hours (OOH) provision as it was bring financial gain to the school along with pastoral benefits.</p> <p>The governors questioned the achievement of 75% salary budget last year. This year it is running at 86%, the governors would like to know how 75% was achieved and how to work to get this again.</p> <p>LB asked what the other consultancy fees referred to. EW said she would need to email RG for an explanation.</p> <p>No more questions were raised.</p>	

**GAP
6**

008/21	<p>H& S Building Update</p> <p>MF produced a report on TEAMS on behalf of Rob Fitzgerald (RF).</p> <p>MF said the fence has had snagging and RF is happy with everything. The children are a lot safer now.</p> <p>NF said a question had been raised on social media about the defibrillator access now the fence has been erected. AO will raise question to RF.</p>	<p>MF</p> <p>ACTION</p>
009/21	<p>SIP (Self Improvement Plan) Review</p> <p>The document is self-explanatory and will continue to move with the school. This version is to move in a new direction now the school is in a good place.</p> <p>MF stated it was an excellent document, very sensible, readable and achievable.</p> <p>The governor action plan will sit alongside the SIP and cross over in some areas.</p> <p>Governors asked about visiting the school in the current climate. SS stated they are welcome, but encouraged them to take good precautions, wearing masks and only come if comfortable. If not comfortable to continue making contact by, phone, email or Teams.</p>	SS
010/21	<p>Pupil Voice</p> <p>Governors read the report from student voice in teams and liked their detailed comments.</p> <p>The governors asked if Y9 ask for work from St Osmund's. SB said not currently they just use data and information from SIMs.</p> <p>EW to raise modeling with the MAT, like we do with 1st schools.</p> <p>'Lets think in English' bridges the lift in reading to KS4 and this is evident in THS with the children from St Osmund's. The children enjoy this too.</p>	
011/21	<p>Governors Annual Planning</p> <p>The suggested training plan for 2021 – 2022 is in teams and has been produced using the skills audit. Governors agreed a minimum of 3 via the NGA link. There is also training modules run for foundation governors on the SDBE website. Wessex MAT are planning some training this year.</p> <p>Governor of the month will be asked to focus on specific items. For subject links, use the GAP, SIP and 3I docs when you visit. This is then triangulated to see the impact and therefore completing the circle of challenge.</p> <p>Governor of the month, plan who & when was discussed and suggested below.</p>	EW

	<table><tr><td>September 2021</td><td>EW</td></tr><tr><td>October</td><td>EW</td></tr><tr><td>November</td><td>NF</td></tr><tr><td>December</td><td>LBal</td></tr><tr><td>January 2022</td><td>LB</td></tr><tr><td>February</td><td>LB</td></tr><tr><td>March</td><td>MF</td></tr><tr><td>April</td><td>MF</td></tr><tr><td>May</td><td>JB</td></tr><tr><td>June</td><td>AM</td></tr><tr><td>July</td><td>EW/EG</td></tr></table> <p>EW stated it is essential to complete the visit form promptly and send it to EW and AO so it can be put in the visit file at St Osmund's for SS to view and answer questions on before the next meeting. Please reference the GAP and SIP numbers clearly under '<i>Focus of visit</i>'.</p> <p>The Governor Action Plan (GAP) is a separate document to the SIP but runs alongside and links into it. EW went through each point and discussed how to focus on it throughout the year. EW stated she will go through the plan in detail again with people who were not present for this part of the meeting.</p> <p>EW stated focusing on governor board succession planning is also crucial this year as the board needs to increase the number of governors. Imminently a new parent governor needs to be recruited. AO said there has been no response yet.</p> <p>Emma Gould is the new SEND link and met up with the New SENDCo Lead in school. Report to follow in Teams.</p>	September 2021	EW	October	EW	November	NF	December	LBal	January 2022	LB	February	LB	March	MF	April	MF	May	JB	June	AM	July	EW/EG	
September 2021	EW																							
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012/21	Governor of the month Review last year <p>After discussion it was agreed that a list of suggested actions as GOM will be added to Teams and people can add ideas to.</p>	ACTION EW																						
013/21	Website Review <p>AO asked governors to review their profiles and send updated versions to be uploaded to the website. Emma Gould needs to submit hers.</p>	ACTION ALL																						
014/21 GAP 3	SIAMS Planning <p>RE is now 5% of the timetable, in line with SIAMS guidance. Each year group is having a retreat day, run by RE lead and the school Chaplain. EW attended the 1st one with year 5 – see report.</p> <p>The new link books have been designed to represent the new school values. Tutors fed back saying the new structure good and tangible for the children. MF echoed this too.</p> <p>Collective worship has had to be suspended again due to covid but is now taking place in the tutor groups via video twice a week during reading and reflection.</p>	EW																						

	<p>EW is focusing and will attend the SIAMS group meeting. SS and EW will share SIAMS SEF on teams and by e mail.</p> <p>Workshop from SDBE planned in summer term and one of the objectives on the Governor Action Plan (GAP)</p> <p>03/11/2021 3.30pm at St Osmund's – Walking through the Bible. Governors to attend if available please.</p>	ACTION
015/21	<p>Safeguarding</p> <p>NF will view Single Central Record on Tuesday 28th September.</p> <p>The recent Safeguarding questionnaire highlighted that Governors need to be more informed and aware of issues inside and outside of school, for example county lines and trends in the local area. EW will raise this at the next CAG meeting for clarity.</p>	<p>NF</p> <p>ACTION</p>
016/21	<p>HT report update</p> <p>All discussed in other items.</p>	SS
017/21 GAP 4	<p>Strengths & Weaknesses</p> <p>SB said there is a discrepancy between maths and English as discussed in July but they are addressing this with a catch up plan.</p> <p>LB has seen an uplift and progress is looking good. LB stated it is good to have a baseline to compare with.</p> <p>SB is focusing on moving forward particularly regarding the SATS and aiming to attain. This would include pedagogy and focus on all children. Improvement evidence, not to focus on the gap as if all improve the gap may remain the same.</p> <p>Ethos for behaviour is good throughout the school.</p> <p>SIAMS is strong.</p> <p>Safeguarding questionnaire results had raised the safety in the car park. Huge changes have been made to make the car park safe. Feedback from the children suggests this has been successful and they feel safe now. This has also built good relationships with Manor Park and parents from both schools.</p> <p>The governors felt the supervision before and after school was not sustainable. SS said they are reducing the amount of SLT attendance to 2 a day but will monitor the impact. SS stated that Manor Park has not helped with car park supervision and SS is going to ask for help on Mondays so the SLT meeting is not interrupted. It was suggested the governors could write to the Manor park governors to ask for help to keep all the children safe in both schools.</p>	SB/SS

	LB asked about the Covid vaccinations and the protests locally. SS said the school staff and <u>governors</u> are not to advise parents and must stay impartial. LB would like to know how many take up the offer. SS said there is no confirmed date yet.	
018/21	Policies The admissions policy is due to be submitted and has some slight adjustments. It is sitting with Gareth Biddle to clarify dates and a DFE adjustment has been updated. AO will e mail it when it is up dated with changes from the last one clearly identified.	AO
	Next Meeting: Friday 15 th October 2021 (Room 1, St Osmund's School) Dates to Note: 3/11/2021 3.30pm at St Osmund's – Walking through the Bible.	AO
003/21	ACTIONS <u>Business Interests</u> Due to meeting being on Teams AO will collect all new business interests for current year by email.	ALL
008/21	<u>Defibrillator</u> NF said a question had been raised on social media about the defibrillator access now the fence has been erected. AO will raise question to RF.	AO
104.2/21	<u>Fundraising</u> LBal said fun and creative learning environment fund will attract a better response and can incorporate mental health. LBal to speak to SS and send form to AO to send to parents	LBal
012/21	<u>Governor of the month Review last year</u> After discussion it was agreed that a list of suggested actions as GOM will be added to Teams and people can add ideas to.	ALL
013/21	<u>Website</u> AO asked governors to review their profiles and send updated versions to be uploaded to the website. Emma Gould needs to submit hers.	ALL
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