
School: Holgate Primary and Nursery
Meeting title: Autumn term meeting of the governing body
Date and time: Tuesday 14 December 2021 at 5:00 pm
Location: Virtual platform - TEAMS

Membership

'A' denotes absence

| | |
|---|--------------------------------------|
| | Mrs C Cavill |
| | Mr C Orr |
| A | Mr A Poxon (vice-chair) |
| A | Mrs S Hill |
| A | Mr B Brocklehurst |
| | 5 x co-opted vacancies |
| | 1 x Parent vacancy |
| | Mrs R Jackson (chair) |
| | Miss S Arnold (head of school) |
| | Mrs N Davies (executive headteacher) |

In attendance Miss T Mullaney (executive personal assistant)
Andrew C Ludlow (clerk to the governors)

Governors were advised that the meeting would take place using the virtual meeting policy.

Governors agreed that a recording of the meeting could be made on the understanding that it would be deleted once the unconfirmed minutes had been published on Governorhub.

The meeting was delayed as there had been some confusion over whether it was to be held at the school or virtually.

GB/39/21 Apologies for absence Action

Apologies for absence were received from Mr Poxon (sabbatical until the New Year).

It was

resolved

that the governing body consented to the absence.

The clerk informed the meeting that this was the second full governing body meeting that Mr Brocklehurst had missed.

Governors discussed the situation and asked that the clerk write reminding Mr Brocklehurst of the importance in attending full governing body meetings. **clerk**

Governors agreed to a change in the order of items on the agenda.

GB/40/21 Review of membership

The clerk highlighted the following vacancies on the governing body:

- Five co-opted vacancies

- One parent vacancy

Governors discussed the situation and felt that it was more important to have active governors on the governing body as opposed to simply filling vacancies.

GB/41/21 Declaration of interest

The executive headteacher, head of school and staff declared an interest in the Director's report on teachers and support staff pay. There were no other declarations of interest, either direct or indirect, for items of business on the agenda.

Review and sign Register of Business Interest/Declaration of Eligibility

Governors noted that they were required to annually review and update the register of business interests held at the school. He explained that the Local Authority had issued forms that also covered declaration of eligibility issues and that these could be used by the governing body.

Miss Mullaney informed the meeting that according to the records on Governorhub all governors had now signed the forms.

Review and sign Governor Code of Conduct

Miss T Mullaney informed governors that the Code of Conduct form had been revised and updated. She explained that all governors had signed the original Code of Conduct and that she would send them the new document for them to sign and return to the school.

**Miss
Mullaney**

GB/42/21 Summary of Headteacher's report and governors' questions and challenge

It was noted that governors had been encouraged to submit questions in advance, allowing the executive headteacher and head of school to prepare fuller responses, which could still be challenged in the meeting.

The executive headteacher and head of school reminded governors that the headteacher's report had been published on Governorhub and highlighted a range of items including:

Pupil numbers

The head of school informed the meeting that there had been a total of 12 in year admissions. She referred to the financial implications of pupil numbers and stated that total numbers were down on last year due to a reduction in nursery numbers.

The head of school outlined work that was being undertaken to attract more children to the school.

Ethnicity Breakdown

The head of school informed the meeting that the school consisted of predominately white British children.

Staffing

The head of school reported on staff changes.

Prejudice based incidents

The head of school informed governors that there had been one prejudiced based incident, involving a Year 1 child. She explained that the issue related to the use of inappropriate language and that the parents were supportive of the school's approach.

Exclusions

The head of school informed the meeting that there had been 2 fixed term exclusions, one of which had occurred last week. She explained that the school had followed school procedures and review meetings between the pupil, parents and class teachers had taken place to support their reintegration.

Minor accident report

The head of school referred governors to the data on minor accidents.

Governors discussed the situation and noted that a number of initiatives to support playtimes and lunchtimes had been introduced including:

- Reintroduction of sports ambassadors
- PTFA funding of playtime boxes for all years
- MDSA training to support positive interactions and strong behaviour management at lunchtimes.

After school activities

The head of school referred to the range of clubs that the school ran explaining that as a rule they had been kept class specific to avoid unnecessary contact.

The executive headteacher informed the meeting that the Breakfast club, run by an independent organisation, continued to be successful.

Attendance

The head of school referred governors to the attendance data which showed comparative data for the two schools in the collaboration and national figures. She explained that attendance was down on last year partially Covid related but also linked to parents taking children for in term holidays.

A governor challenged the headteacher asking what the school's approach to dealing with holidays in term time.

The head of school informed the meeting that the school would issue a letter and parents would be fined.

In responding to a further question the head of school explaining that normally improvements were noted after the school had made contact.

The executive headteacher informed governors that Tony Bettridge was providing support to Sutton Road school so they may gain from his expertise, an example of the benefits of the collaboration.

Persistent Absence (PA)

The head of school referred governors to the report that had been uploaded onto Governorhub.

It was noted that the report had not been anonymised and the report was immediately deleted from Governorhub.

A governor challenged the head of school asking if there were many children with poor attendance records who were not either SEND or vulnerable.

The executive headteacher informed the meeting that most were from one or both categories and that where appropriate Attendance Panels were held, on a termly basis. She explained that in the majority of cases improvements were noted.

The head of school informed the meeting that the school had been unfortunate with non-Covid illnesses this term with an outbreak of Chickenpox and sickness and diarrhoea impacting on attendance figures.

A governor asked when fining applied.

The head of school informed the meeting that as the school did not authorise holidays during term time, unless there were exceptional circumstances, fines were issued for holiday absences of three days plus.

Governors discussed absences and felt that the school attendance officer was making an impact and was in control of the situation.

Health and safety

The head of school referred to the health and safety report and Covid related issues, including the updated risk assessments.

The head of school informed the meeting that the external fire risk assessment took place on 8 December, 2021 and had been deemed successful.

Covid -19 update

The head of school outlined the situation explaining that Gemma Marshall was co-ordinating the data relating to absences and self-isolation.

Parental consultation

The head of school informed governors that remote consultations had again been utilised, due to restricting the numbers of parents in school at one time, and that these had taken place in November.

GDPR Update

Miss Mullaney reported on the minor breaches (eight in each school) and was pleased to inform governors that it had been concluded that the level of reporting reflected the vigilance of staff, strength of the procedures and showed that the system was working.

Miss Mullaney informed the meeting that the Local Authority GDPR toolkit had been updated and whilst some policies needed to be updated the guidance was that this could take place at the next policy review.

Governors discussed GDPR and Mr Orr confirmed that he would undertake a review as part of his governor link monitoring duties.

Mr Orr

The chair commented that it was important to ensure that after each incident lessons were learnt so that the errors could be avoided in the future.

Safeguarding

The head of school informed governors that risk assessments had been reviewed in line with guidance from the Local Authority. She highlighted the use of CPOMs and explained that the Safeguarding Children in Education: self-audit tool 2021-22 checklist had been uploaded onto Governorhub.

Governors discussed safeguarding and noted that there had been an increase in the number of children requiring Social Care support this term.

Level of SEND

The head of school referred to the SEND data and indicated that Year 1 and Year 6 had high SEND levels. She explained that the primary type of SEN was 'Speech, language and Communication (SALT).

A governor challenged the head of school over the admission of a Year 6 pupil despite the school already having high numbers of SEND.

The executive headteacher informed the meeting that the Local Authority had revamped its 'fair access' protocols which now operated on extremely tight deadlines. She explained that effectively the school had only 48 hours' to check the admissions portal before the admission was automatically confirmed.

The head of school confirmed that the child was in a year group with already high SEND levels and there had been concerns over the impact on both the child and the year group.

The executive headteacher informed the meeting that so far the indications were that the child had settled into the school and that the child's home environment had also improved.

Governors discussed the funding issues associated with SEND and noted that one child had been referred to Spring Learning support.

The chair commented that whilst the school supported an inclusive approach, children with complex needs should only arrive in school with adequate funding.

The executive headteacher explained an emergency HLN allocation had been made for the new Year 6 pupil but this did not cover the cost of the support required.

Looked after children (LAC)

The head of school informed the meeting that there were currently five pupils with LAC status on roll.

Teacher appraisal

The executive headteacher informed governors that the Strategic Pay Committee had met on 25 November, 2021 and considered her recommendations.

Governors discussed the committee approved list and it was

resolved

that the Strategic Pay Committee recommendations be approved.

Executive headteacher appraisal

The executive headteacher informed the meeting that two named governors selected from chair and vice-chair of Holgate and Sutton Road governing bodies had been appointed as her appraisers supported by Mr Simon Thompson, the specialist external adviser. She explained that the appraisal had taken place on 8 December, 2021.

The executive headteacher informed governors that the vice-chair of governors, at Sutton Road, had been appointed to independently undertake the Quality Assurance arrangements.

Monitoring arrangements

The executive headteacher referred to a range on monitoring activities explaining that the more regular 'Dip in's' which had commenced in spring 2021 had continued with senior leaders involvement.

CPD report

The head of school referred to the extensive range of CPD that had been undertaken this term.

CPD offer for parents

The head of school outlined the computing CPD that had been offered to parents covering:

- How to keep children safe on-line
- Robots and coding course

Curriculum update

The head of school referred to curriculum updates and it was noted that this had been discussed in some depth in the recent Achievement and Challenge Committee.

Phonics

The head of school informed governors that the school had bought into The Monster Phonics scheme and it had been introduced from the start of the autumn term.

The head of school informed the meeting that the school felt that this scheme was the best for the children and it was used by a number of other schools. She explained that the school were waiting for it to appear on the DfE approved list, but had received assurance from the company that if it didn't a full refund would be given.

The head of school reported that the phonics test normally taken in Year 1 had been moved to the start of Year 2 and children had achieved a 83.7% success rate which was a significant increase for the school compared to previous years.

Autumn term curriculum – year group reports

The head of school highlighted the year group curriculum reports.

Extra-curricular activities

The head of school highlighted the year group extra-curricular activities.

British values

The head of school provided an overview of assembly content during the autumn term.

Transition to Transformation – impact of Autumn term 2021 actions

The head of school reported on:

- SEND – Sally Harvey, Eliza Blakeley and Ellie Baker report
- Maths – Heather Mitchell and Adam Rathe report
- EYFS – Tanya Payne and Katie Scales report

PE and Sports funding

The head of school referred to the report, written by Wayne Smith, reminding governors that it had been published on the school website.

Catch-up funding premium strategy 2020-2021

The head of school referred governors to the report on the catch-up fund.

Pupil Premium (PP)

The executive headteacher informed the meeting that the school was tasked with demonstrating how spending decisions were determined including showing the research evidence. She explained that it was a requirement for the new format to be published on the school website for 31 December 2021.

The head of school informed the meeting that a funded action plan was being produced as part of the national tutoring arrangements.

The chair thanked the executive headteacher, head of school and all the staff for their contributions to the report.

GB/43/21 Instrument of Government

Governors agreed that this should be removed from the agenda.

GB/44/21 Determination of term of office for chair and vice-chair

The clerk reminded governors that under the regulations, there was no minimum or maximum term of office for chair or vice-chair although most governing bodies favoured either one or two years.

The governing body agreed that the end date for the term of office for the chair and vice-chair would be the 2023 autumn term meeting a two year term of office.

GB/45/21 Election of chair

The clerk reminded governors that at the special meeting, earlier in the year, it had been agreed that both governing bodies, in the collaboration, would appoint a chair who would chair both governing bodies.

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|-----------------|---|----------------|
| | | Action |
| | Mrs Jackson was proposed and seconded for the position of chair. As there were no other nominations Mrs Jackson left the virtual meeting and the clerk conducted a ballot. | |
| | It was | |
| | resolved | clerk |
| | that Mrs Jackson be re-appointed as chair of the governing body. | |
| | Mrs Jackson re-joined the meeting. | |
| GB/46/21 | Election of vice chair | |
| | Mr Orr was proposed and seconded for the position of vice-chair. As there were no other nominations the clerk conducted a ballot. | |
| | It was | |
| | resolved | clerk |
| | that Mr Orr be re-appointed as vice-chair of the governing body. | |
| GB/47/21 | Approval of minutes of summer term meeting and any additional special governing body meetings | |
| | The minutes of the summer term meeting held on Tuesday, 13 July, 2021 having been previously circulated were confirmed and would be electronically signed by the chair. | |
| | <i>Review of actions</i> | |
| | <i>GB/29/21 Information from the Corporate Director for consideration and action</i> | |
| | <i>Nottinghamshire SEND Strategic Action Plan 2021-2023</i> | |
| | Governors noted that the SENCo had reported to the Achievement and Challenge Committee and that Mrs Harvey was preparing a report covering these issues. | A&C |
| | <i>GB/35/21 Update from RSC Roundtable meeting on 28 May 2021</i> | |
| | The executive headteacher reminded governors that his had been discussed in the Joint Collaboration Committee. | |
| | <i>GB/33/21 Approval of in-service training days (five)</i> | |
| | The executive headteacher reminded governors that she had previously contacted them advising that the Inset dates for the academic year had been changed to: | |
| | <ul style="list-style-type: none"> • Tuesday 31 August, 2021 • Monday 22 November, 2021 • Monday 25 July, 2021 • Tuesday, 26 July, 2021 • Wednesday, 27 July, 2021 | |
| GB/48/21 | Receipt of minutes and approval of policies from committees and working parties | |

Special full governing body meeting

It was noted that the minutes of the Special full governing body meeting held on 9 November 2021, were received.

It was noted that the minutes of the Special full governing body meeting held on 17 November 2021, to discuss the DFE Wireless classroom project, were to be distributed.

Matters arising

It was noted that there were no matters arising.

Strategic Pay Committee

The minutes of the Strategic Pay Committee dated Thursday, 25 November 2021 were to be distributed.

Matters arising

It was noted that matters arising would be dealt with in the committee.

Combined Finance & Personnel and Achievement & Challenge Committee

It was noted that the minutes of the Combined Finance & Personnel and Achievement & Challenge Committee meeting held on 2 December 2021, were to be distributed.

Matters arising

It was noted that matters arising would be dealt with in the committee.

Joint Collaboration Committee

The minutes of the Joint Collaboration Committee dated 7 October 2021 were received.

Matters arising

It was noted that matters arising would be dealt with in the committee.

Policies

Miss Mullaney reminded governors that a number of policies had been uploaded onto Governorhub. It was

resolved

that the policies be approved.

- Emergency Plan
- Behaviour Regulation and Attitude to Learning Policy
- Administration of Medicine in Educational Settings Policy
- Health & Safety Policy
- Volunteer Working in School Policy
- Parental Code of Conduct Policy
- Physical Intervention Policy
- Virtual Governance Policy

- Personal and Intimate Care in Educational Settings Policy
- Child Protection Policy – Executive Summary
- Whole School Child Protection Policy
- Child Protection and Safeguarding Flow Chart
- Nottinghamshire School Disciplinary Procedure: Part 1 – Managing the Conduct of School Staff
- Nottinghamshire School Disciplinary Procedure: Part 2 – Managing safeguarding concerns and allegations of Child Abuse against School Staff
- Grievance Procedure
- Attendance Management Procedure for School Staff
- Nottinghamshire School Employee Code of Conduct
- Staff Contact Policy
- Guidance on Equality and Diversity in Employment
- Nottinghamshire School Flexible Working Policy
- Harassment Procedure
- Maternity and Paternity Provisions for School Based Staff
- School Parental Leave and Shared Parental Leave Policy
- Recruitment and Selection Policy
- Peer on Peer Abuse Policy
- Collaboration Education Visits Policy
- Appraisal Policy
- School Pay Policy
- Disciplinary Capability Procedure
- Domestic Violence & Abuse Policy
- Recruitment & Selection Policy
- Smoke Free Policy

GB/49/21 Financial reporting*Year-end re-forecast*

The executive headteacher showed on screen the re-forecast documents explaining that the projected surplus carry forward was £186,570, slightly more than the earlier forecast.

The executive headteacher outlined the forecasts for the next five years up to and including 2025/2026. She was pleased to report that the finances of the school were relatively healthy and that the Finance and Personnel Committee would continue to monitor the budget.

Mr Orr informed the meeting that he had reviewed the document in detail and whilst the school's finances were good he explained that changes could occur swiftly and retaining a modest contingency was important.

The chair thanked staff who had worked so hard on the budget and Mr Orr who had spent considerably time monitoring the school's finances on behalf of the governing body.

It was

resolved

that the year-end re-forecast be approved.

GB/50/21 Update on appraisal process for headteacher and staff

Confirm external adviser

Governors noted that this had been discussed earlier in the meeting.

Confirm/appoint appraisal governors

Governors noted that this had been discussed earlier in the meeting.

Confirmation of the Quality Assurance arrangements

Governors noted that this had been discussed earlier in the meeting and that Mr Knights would undertake the quality assurance role.

Staff

Governors noted that this had been discussed earlier in the meeting.

GB/51/21 Update from JCC regarding the previous federation timeline/process

Governor Planning meeting

The chair informed governors that the Joint Collaboration Committee (JCC) had met and felt that a Governor Planning meeting should occur at the start of term to set out and review governor actions for the term.

Governor numbers/Federating

The chair informed the meeting that she would meet with the executive headteacher and bring to the spring term meeting of the full governing body suggestions on future governance arrangements and recommendations relating to the acting roles that a number of staff had been undertaking for several years.

agenda

GB/52/21 Receive headteacher's annual report on whole school appraisal process and consider/ratify headteacher pay recommendations for all staff

Review Appraisal policy in line with recommended changes from HR Provider

Governors noted that this had been agreed earlier in the meeting.

Ensure effective appraisal arrangements for all staff are in place

Governors noted that this had been discussed earlier in the meeting.

Ensure timetable in place for termly review

Governors noted that this had been discussed earlier in the meeting.

GB/53/21 Information from the Corporate Director for consideration and action

Spotlight on Disadvantage

The clerk informed the meeting that the government had announced a universal catch-up premium for the 2020-2021 academic year, to ensure that schools had the support they needed to help all pupils make up for lost teaching time. It had been acknowledged that "the most vulnerable pupils and pupils from disadvantaged backgrounds had been most affected".

The clerk explained that from autumn term 2021:

- there would be an expansion of the tutoring options available to schools.
- school led tutoring where teaching assistants or existing teaching staff can provide the tuition, rather than utilising external tutors.
- The Nuffield Early Language Intervention was being offered again in 2021-2022 to those schools who did not take part last year.

The clerk explained that there were also two changes to the Pupil Premium conditions for 2021-2022:

- Maintained schools must publish an updated Pupil Premium strategy annually, and all schools must use the template available on the DfE website by the end of December 2021 (previously schools could use any format).
- Schools must demonstrate how their spending decisions are informed by research evidence, referring to a range of sources.

Governors discussed the issues and it was

resolved

that the report would be discussed further in the Achievement and Challenge Committee and that detailed responses would be provided to a number of governance questions that had been highlighted in the report.

**HT
A&C**

Personal & Intimate Care and the Administration of medicines policies for Nottinghamshire maintained schools

The clerk informed the meeting that Nottinghamshire County Council's guidance on personal and intimate care and the administration of medicines has been updated for maintained schools.

Governors discussed the policies noting that they had been approved earlier in the meeting.

resolved

that the report be noted.

HR updates September 2021

Teachers Pay Award

The clerk informed the meeting that a copy of the HR Service letter was available on the school portal and set out the DfE proposals in full. He explained that the School Teachers' Pay and Conditions Document (STPCD) was expected to be published on or around the week commencing 4 or 11 October 2021).

Governors noted that the Pay award had been discussed in the Strategic Pay Committee that had taken place on Thursday, 25 November 2021.

Support Staff Pay award

The clerk informed the meeting that the revised offer was for a 1.75% increase for all school support staff with the exception of pay point 1 where the offer was 2.75%. He explained that the three main unions were recommending that the pay offer be rejected.

Governors noted the situation.

School Pay Policy, Toolkit and Guidance 2021

Governors noted that this had been agreed earlier in the meeting.

School Appraisal Policy and Guidance Updates 2021

Governors noted that this had been agreed earlier in the meeting.

Updates to Recruitment and Selection Safer Working Documents 2021

The clerk informed the meeting that there had been a change in KCSiE Part 3 - Safer Recruitment and that a template had been added to the Recruitment and Selection Toolkit to meet the change.

Governors noted that changes had been made to the Recruitment and Selection Safer Working Documents.

Job Evaluation for Support Staff Posts

The clerk informed the meeting that the Local Authority HR Service had produced a new guidance document to assist headteachers and governing bodies determine post grades, job descriptions and person specifications. He explained that to avoid an equal pay liability claim, it was critical that schools follow this guidance.

The head of school informed the meeting that the link from the school portal, to access the document, was not working.

The clerk informed the meeting that he would advise HR of the problem.

clerk

Update to School Disciplinary Procedure – Part 2 Managing safeguarding risks and allegations of harm and abuse made against all school staff (Revised August 2021), and Updates to School Employee Code of Conduct and School Staff Induction Policy

The clerk informed the meeting that KCSiE required all schools to have procedures in place for managing allegations made against all individuals working in schools (paid and unpaid) that may meet the threshold of harm. He explained that a key change to this year's document required all schools to have procedures in place to manage "low-level" concerns that did not meet the harms threshold.

Governors noted the position.

Part 2 of the Schools Disciplinary Policy, the School Employee Code of Conduct and the School Staff Induction Policy (Appendix 3 – Induction for Safeguarding)

The clerk informed governors that the Local Authority were consulting with the recognised trade unions and it was intended to re-publish the policy once the consultation was completed

Governors noted the position.

School Stress Policy and toolkit and School Harassment Policy

The clerk informed the meeting that these policies had been revised and were currently subject to consultation with the recognised trade unions. He explained that once published governors would be required to approve the policies.

Governors noted the position.

GB/54/21 Safeguarding information for consideration and action:

Assurance of statutory safeguarding arrangements in Nottinghamshire Schools, colleges, and independent providers

The clerk reminded governors that governing boards and schools had a responsibility to safeguard and promote the welfare of children, Keeping Children Safe in Education (KCSIE) updated 2021. He explained that as part of the guidance all staff who work directly with children must read at least Part One of KCSiE.

The clerk informed the meeting that those staff who do not work directly with children must read either Part one or Annex A (a condensed version of Part one) of this guidance. He explained that this was a duty outlined in **Part 2 of KCSIE** "The management of safeguarding, the responsibility of governing bodies, proprietors and management committees".

Safeguarding Children in Education: self-audit tool 2021-22 plus supporting guidance

The head of school informed the meeting that the completed safeguarding checklist had been uploaded onto Governorhub.

Governors discussed the checklist and it was

resolved

that the checklist be approved, subject to governor comments within seven days if this meeting.

GB/55/21 Receive report from Data Protection Officer and Information Governance governor

Governors noted that this had been included within the headteacher's report and discussed earlier in the meeting.

Single Central Record (SCR)

Governors noted that the head of school and office manager were working on a replacement for the SCR.

Miss Mullaney informed the meeting that the 'on boarding' process had taken place and that the new system 'Staff Safe' was on CPOMs.

Governors discussed the new approach noting that not only was it a replacement for the SCR but it provided a facility for incorporating notes.

The chair indicated that she would aim to visit the school early next term to sign the SCR documentation.

chair

Safeguarding training

Governors noted that a number of staff had undertaken safeguarding training and that a deep dive check of the confidential files had been carried out by the executive headteacher, headteacher and executive inclusions leader, as part of the annual audit process.

The clerk lost connectivity between 7.26pm and 7.29pm.

GB/56/21 Communication*From chair**Education Improvement Advisor report*

The report produced by Mr Andrew Johnson, EIA, following his visit to the school on 1 December, 2021 was shown on screen.

The executive headteacher highlighted the priority areas and the Evaluative summary.

The chair congratulated the school on a very positive report.

From clerk

The clerk reminded governors that the Governor newsletter was available electronically on Governorhub and that there were updates at half term. He highlighted the following items:

First autumn term

- Journey to school improvement (page 8)
- Launch of NottAlone Website (page 9)
- Shareware School Partnership Programme (page 10)
- Property update (page 11)
- HR Updates (page 11)
- School Admissions Information (page 13)
- Consultation on admission arrangements 2023-2024 (page 13)

Second autumn term

- Nottinghamshire Governor Conference (page 1)
- National Updates and information (page 2)
- Safeguarding (page 6)
- Special Educational Needs and/or Disability (SEND) Data Profile (page 9)
- Professional Well-being of Headteacher and staff (page10)
- HR Updates (page 11)
- School Admissions Information

GB/57/21 Report from training co-ordinator including review of governor training requirements for 2021/22

Governors discussed training and it was noted that:

- Training would be reviewed in the spring term
- Mr Orr would complete his skills audit

- Mrs Hill had booked an on-line induction course

Mrs Cavill, training co-ordinator, informed the meeting that there were currently no face to face courses but governors were encouraged to take advantage of on-line training opportunities and recording training undertaken on Governorhub.

GB/58/21 Governor monitoring visits

Governors noted that the following governor monitoring had taken place:

- Health and safety – Mr Orr
- Maths – Mr Orr
- Finance/budget – Mr Orr

In responding to a question the executive headteacher outlined the priority curriculum areas for governor monitoring including:

- History
- Geography
- Science

The chair and Mr Orr confirmed that they would focus on the above areas and it was noted that Mr Orr was to visit the school when a fire drill was to take place in the New Year.

GB/53/21 Evidence of governing body impact on school improvement and review of how the governing body has held the school's leaders to account

Approval of the Governor impact statement (GIS)

The chair referred to the draft GIS that had been published on Governorhub.

A copy of the document was shown on screen and it was

resolved

that the Governor Impact Statement be approved and published on the school website.

GB/59/21 Confirmation of dates for 2022 – to be agreed at the meeting in conjunction with the clerk

The governing body

agreed

Spring term - Tuesday 22 March 2022 at 5:00 pm

Summer term – Tuesday 12 July 2022 at 5:00 pm

Autumn term – Monday 12 December, 2022 at 5.00pm

clerk

GB/60/21 Determination of confidentiality of business

It was

resolved

that the governing body membership list; confidential sections of the headteacher's report; finance and budget papers, EIA report and confidential

sections of committee minutes be deemed confidential but that all other papers and reports be made available as required.

The meeting closed at 7.46pm.

Signed (chair) Date

ACL