



VIRTUAL MEETING OF THE FGB ON FEBRUARY 9TH 2021 AT 8.30AM

Present: Hilary Priest (HP), Head, Mike Waterson (MW), Ian Stewart (IS), (Chair), Sam Gothard (SG), Joel McIlven (JM), Claire Jones (CJ) Sam Wilkinson (SW), Rob Hill (RH)

In attendance: Debbie Horton (Clerk)

“We are a community with a lifelong passion for learning.”

Minutes

1	Welcome & apologies for absence Neil Maslen gave his apologies. They were sanctioned. Laura Partridge was absent. Sam Gothard arrived at 9.05am.
2	Attendance & declaration of interest The clerk noted attendance. There were no declarations of interest.
3	Minutes of last Resources meeting (10.11.20) & FGBMs of 8.12.20 & 3.2.21 These were agreed as a correct record and signed by the relevant Chair.
4	Matters arising from last minutes (10.11.20) 5. Prepare Finance Policy for approval - done 7. Arrange governor safeguarding training time – done (except for LP & RH). 11. Check with SL school's compliance with new guidance re financial information on website. Done, SL will ensure compliance. FGBs (8.12.20 & 3.2.21) Letter to MP – done and sent. See item 16. Q: The governors had seen a draft of the safeguarding audit. MW asked about the final copy. A: HP said that amendments had been made following feedback from governors, and the form had been sent. Q: MW asked about the progress of the Governing board's self-review. A: IS said that it had been put on the back burner during lockdown, but would be resumed thereafter. ACTION: LP and RH to read through HP's online L2 safeguarding presentation to governors.
5	Current situation in school, to include staff well-being. HP reported that there are 120 children in school out of 325, but not all are full-time. On average, there are about 90 children in each day. She said that all children, whether at home or at school, are engaging with school work, but some more than others. Support is offered to those who are struggling. Many parents are struggling to juggle home education and work, and compared to the last lockdown; some children are finding this one harder. Staff are managing well in the circumstances, but working very hard. Q: IS asked how it was for staff in school. A: HP said that staff were having to do both online work for remote learning and some in-school teaching, which was challenging, but they had adapted well. Q: MW asked if the school should be more flexible about which children come into school. A: HP said that the school is being as flexible as possible, but it is a fine line to tread, and staff well-being, and protection, and children's learning all have to be weighed up in making those decisions.

	<p>Q: RH asked if it's possible to spot the children who are really struggling. A: HP said that Zoom tutorials are very helpful in identifying those who are finding it particularly hard. They have been invited to attend school, but not all can or do. She predicted a lot of work around mental health when all children return.</p> <p>Q: RH asked if the governors are expected to keep up with normal business during the pandemic. A: HP said that some areas of work, such as school improvement, and pupil premium information can't be managed as normal because of limited information, but other areas of work, such as the budget must continue.</p>
6	<p>Remote Learning Before the meeting, the governors received a remote learning plan and a review framework of the remote learning provision.</p> <p>Q: How does teaching compare for children in and out of school, now some are part- time. A: HP said that children at home and at school are being taught the same material, and unlike the first lockdown, the full curriculum is being taught to all.</p> <p>SG thought it would be helpful if there was some communication with parents to help overcome any concerns about the apparent division between those who learn at home and those who learn at school. She felt it needed to be as fair and as even as possible.</p> <p>IS suggested sharing the remote learning plan, with parents, to help allay any concerns and to be transparent and informative. HP said she could put it on the website, and a link could be shared in the newsletter. The governors agreed.</p> <p>Engagement. All children are engaging with school work, but not necessarily to the same extent. Those who are struggling are being contacted by teachers and offered support. The school are doing the best they can to encourage engagement, but there is a limit to what they can do. Just over 10 laptops have been given to children. Teachers are investing a lot of time in trying to make online learning as engaging as possible. One teacher dresses in different characters to deliver lessons.</p> <p>Parent feedback. The school has received some negative feedback from parents about remote learning. Particular ways of learning haven't suited everyone, and this has been compounded by the stresses of lockdown on the lives of working families. At the last FGM (3.2.21) governors had agreed that it would be useful to both school and parents to gather feedback from parents about their experience of remote learning.</p> <ul style="list-style-type: none"> • JM suggested Zoom sessions for parents to share their experience with governors. • HP thought that this wouldn't be appropriate and governors would be exceeding their role. It would also be very time consuming. She suggested an online survey, using survey monkey, which she thought would be more appropriate. She informed governors that parents' consultations are coming up in the first week of March and parents could share their experiences then. • SG noted that an email asking for feedback about parents' experiences had been sent in the summer, and this had been valuable for parents and staff. She suggested sending a similar invitation before the consultations. An anonymised summary could be shared with governors. There could be a separate summary for SEND children, to help plan for when the whole school returned. <p>Q: MW asked how SEND children are doing. A: HP said that all EHPC children have been invited to attend school, but some are self-isolating, and so engagement was variable.</p> <p>RH, IS and CJ said that remote learning had improved from the first lockdown, and was more coherent now that much of it was arranged in themes. CJ said that teachers' feedback had been very supportive</p>

	<p>and important to her children. SW said that some of the responses from children had been highly creative.</p> <p>Q: MW asked how younger children were responding. A: SW said that they responded well to videos rather than live teaching. On the whole they were not far behind where they had been before, in key skills</p> <p>Q: IS asked about phonics, as this was hard for parents to teach. A: On the whole, good. The White Rose model was still being used, using a voiceover from the school, which was an improvement.</p> <p>ACTION: Remote learning plan to go on website and link to be shared in newsletter.</p>
7	<p>Budget, to include</p> <ul style="list-style-type: none"> • Bought-in services • Financial benchmarking • CFR report (for approval) • To monitor and for approval. <p>HP reported that the current budget is healthy, though Covid has forced a different pattern of spending to the one predicted. There has been a saving of £24, 000 as a result. Curriculum resources have been improved along with new laptops for staff, and Ipads for children.</p> <p>Q: RH noted that the carry-forward is more than 10% of the budget and asked about spending plans. A: HP said that the new budget (2021-22) is under discussion at the moment, and this point would be taken into consideration when producing the first draft.</p> <p>Q: MW noted that the Teaching Assistant budget is overspent, and asked if this would continue. A: HP said that the Covid catch-up funds had been used, and it is set to come down again.</p> <p>Q: IS asked if the use of catch-up funding is posted on the website. A: Yes.</p> <p>The governors approved the budget and the CFR report.</p> <p>Bought-in service and financial benchmarking will be looked at the next main FGB meeting.</p>
8	<p>School Improvement Plan (SIP)</p> <ul style="list-style-type: none"> • To include pupil performance and attendance. • Pupil premium <p>Lack of information as a result of lockdown arrangements meant that this item could not be discussed. SW said that the existing SIP will be followed when it can be, but it will need updating, particularly around mental health support.</p>
9	<p>SFVS</p> <p>Q: MW noted that the energy budget is now in the highest category, rather than in the middle as last time. A: HP said that problems with the heating meant that electric heaters had been bought and used, and the refund of the previously disputed British Gas bill had not been received yet. So, it was temporarily high.</p> <p>The draft was approved.</p>
10	<p>Review of Asset Management Plan</p> <p>Following advice from Chris Plant at NPS, the governors had received an Equipment list, an Asbestos register report and a Conditions survey in lieu of an Asset Management plan.</p> <p>Q: MW noted that IT was not mentioned in the documentation. A: HP said that it is included in the inventory of everything worth over £100.</p> <p>Q: MW said that in a previous review, a large spend on the roof had been predicted but</p>

	<p>hadn't materialised. Was this spend still likely? A: HP said that this had been earmarked for the old roof, but it hadn't been needed yet. Once the heating had been fixed, this could be looked at again, along with plans to insulate that area.</p> <p>Q: MW asked if the school would have money to hand for roof repairs. A: Yes, the school has a capital fund and there is a Devon County fund for such expenditure.</p>
11	<p>Safeguarding To monitor HP reported that she is involved in a large number of meetings with various agencies and that there are current child protection issues, which she is monitoring.</p> <p>Q: MW asked if these were new concerns, or whether they were ones already in existence. A: HP said they were a continuation of known concerns.</p> <p>Q: NM had sent in a question asking how teachers are keeping in contact with vulnerable families. A: Zoom meetings are taking place.</p> <p>Q: NM asked if there were any referrals to MASH. A: Yes.</p>
12	<p>Facilities and Health and Safety, including Covid measures To monitor</p> <ul style="list-style-type: none"> The dispute with Kier (roof leaks and heating problems) continues. They are coming back at half-term to investigate the issues. Meetings with Kier and the Educational Funding Agency are now fortnightly. The Covid action plan is being followed and is working. Where Covid has entered the school, it has been successfully contained.
13	<p>Governor visits Plans for this term There haven't been any visits, but SEND and safeguarding visits are planned for later in the term.</p> <p>Q: IS asked if there was anything further that the governors could do. A: Staff had appreciated the emails of support from governors and the treats which had been sent to them. IS will write something for the newsletter, thanking staff for their work and resilience. RH suggested praise for parents too, as it's hard for them.</p>
14	<p>Policies for review/adoption</p> <ul style="list-style-type: none"> Safeguarding appendix January 21 Governors' expenses policy Probationary, Flexible Working Emergency and Business management plan. Lettings <p>MW had reviewed these policies and recommended them all for agreement. The only changes were to the Lettings policy and the Emergency and Business Management Plan. Lettings: the minimal insurance amount had been raised from 2 to 5 million and a PREVENT clause had been included. E&BMP: this had been updated to reflect the latest model guidance. The policies were agreed.</p>
15	<p>Clerk's report The clerk reminded governors of the need for governor bios for the website.</p>
16	<p>Correspondence</p> <ul style="list-style-type: none"> From Anthony Mangnall, MP. To be forwarded to governors. <p>ACTION: MP's reply to Chair's letter to be forwarded to governors.</p>

	RH left at 9.50am. SW and HP left the meeting at 9.50am.
17	Business brought forward by the Chair The meeting moved to Part 2 confidential minutes at 9.50am The minutes moved back to Part 1 minutes at 9.55am.
18	Date & time of next meeting Scheduled committee meetings to convert to FGB meetings for foreseeable future. Next FGB meeting 23 rd February 2021 Please see new meetings timetable, version (7)

Meeting ended at 10.10am

Summary of Actions

	To do	By whom	By when
4	HP's online safeguarding presentation to be sent to LP and RH and completed.	HP. RH. LP	By next FGB
6	Remote learning document to go on website, and link to be shared in newsletter.	HP	For next newsletter
16	Forward MP's letter to FGB	Chair	By end of term
17	Re-visit question of rewarding staff's hard work during pandemic	All governors	By end of term