

WILLAND SCHOOL
GOVERNING BODY MEETING
 MINUTES OF MEETING 31ST MARCH 2022

Present: Mr R Carswell Chair of Governors
 Rev. S Talbot Vice-chair of Governors
 Miss A Hawkins Headteacher
 Mr. T Child
 Mrs. L Durovic
 Dr. E Santos
 Mrs J Jacobs
 Mrs S Manley
 Miss L Ruffle
 Mr M Stocks
 Mr D White

Miss A Leather Deputy Headteacher

Absent:

Item Discussed	Action/Resolution	Gov. Action Prop/Sec
1. Apologies for Absence	None	
2. Declaration of Interests	None	
3. Minutes of the meetings held on 2 nd December 2021	The Governors approved the minutes	LR/TC
4. Matters Arising	None	
5. Adoption of the budget for 2022/23	Despite multiple calls and emails the Babcock Financial Advisors have not been available to discuss the budget. There will be a slightly larger carry forward than expected because of staff changes. Mr Carswell asked whether this would cover the increases in costs with inflation. Mrs Hills said that there is an element for inflation but possibly not enough to future proof in the current circumstances. Mr Child asked where the increase in teachers salaries will come from. Miss Hawkins said that this has to be met within the budget. Mr Carswell said that there is risk attached to the whole budget this year. The Governors approved the budget	DW/LR

<p>6. Headteacher's Report</p>	<p>Miss Hawkins thanked the Governors for approving the extra supply teacher in school for this term. It has been expensive but invaluable particularly with covering Covid absences. Miss Ruffle seconded this and said that staff would not have been able to cope without this help. Mr Carswell asked when the booking will finish. Miss Hawkins confirmed that it will finish on 8th April. Mr Carswell asked whether he was needed again next term. Miss Hawkins said that some supply would be necessary during the term.</p> <p>Mr Child asked whether we had a supply of LFT kits for children who had not tested but came to school with symptoms. Miss Hawkins confirmed that the school has no supply available. Dr Santos asked whether it is possible to ask parents to keep their children at home when they no longer have symptoms but might still be infectious. Miss Hawkins said that the advice that we are receiving is conflicting. The DFE guidance is that children should stay at home until they feel well enough to return however, DCC have recently advised that schools should consider bubbles again in view of the high numbers. Mr Carswell purported that the only option to combat staff absence was to continue with having the supply teacher in school every day. He recommended that this should continue for the rest of this academic year. This was unanimously agreed by the Governing Body. Mrs Hills will contact the agency to arrange this.</p> <p>Miss Hawkins said that there has been progress with the priorities although these have changed slightly following the OFSTED report, with KiVA being removed and replaced with spelling. The data from the Spring phonics assessment is encouraging with 66% reaching the required level. Mrs Montgomery is providing individual tutoring to support phonics. There has been monitoring across the school. Following the visit by Brad Murray who highlighted the use of TAs, the teachers have been working on using them more effectively. Miss Hawkins has been monitoring this and it has improved. Mr Child asked how the TAs were receiving the information about targets and processes going forward. Miss Hawkins said that it has been difficult to get all of the TAs together, but all pockets of time are being used to provide training and disseminating information wherever possible. If the Covid rates are lower after easter it is hoped that assemblies will be able to restart which will allow more opportunities to speak with larger groups of staff. Miss Hawkins said that the TAs have really taken on board Read, Write Inc. Mrs James is providing bite size training for them and then monitoring their delivery. Miss Hawkins did a monitoring session on Monday to look at all of the areas that Brad Murray had highlighted in his report.</p> <p>Mr Carswell asked about staff retention. Miss Hawkins said that she is going to undertake a review of all TAs to ensure that the pay grades are compatible with their roles. A permanent TA vacancy is currently being advertised.</p> <p>Miss Hawkins has been reviewing the teaching staffing for next year.</p>	<p>AHi</p>
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	<p>Mr Carswell asked whether the reduction in attendance levels are due to Covid. Miss Hawkins confirmed that this is the case. Dr Santos said that the shift in coming to school with the reducing of covid restrictions was going to cause anxiety to pupils and staff and asked what planning was in place to give support. Miss Hawkins said that staff anxiety is visibly less than 18 months ago. Where pupils are anxious help is being given to support them both internally and from outside agencies. For attendance in general, the procedures in the Attendance Policy are being followed and support given to parents where needed. Rev. Talbot asked whether there had been an increase in holidays being taken in term time. Miss Hawkins said that there had been some, but not a huge amount. Rev Talbot recommended that parents should be reminded of the rules. Mr Child asked whether there was an underlying issue for the increase in behaviour incidents. Miss Hawkins said that there was no particular trend. There has also been a slight increase in bullying.</p> <p>Mr Child said that the KS1 briefing which he attended had been excellent both for the content and the social distancing.</p> <p>Mr Carswell thanked Miss Hawkins for her informative report.</p>	
7. Safeguarding update	<p>Miss Leather has completed the safeguarding data report. The numbers have reduced since the last report. Mr Child asked whether the whistleblowing incident has been resolved. Miss Hawkins said that it had. Mrs Jacobs asked what classed as a bullying incident. Miss Hawkins said it is where one child is doing something intentionally to have power over another child. This all follows the KiVA process.</p>	
Annual Audit and Action Plan	<p>The audit was completed and sent at the end of January. Rev. Talbot is meeting with Miss Leather next week and it will then be brought to Governors.</p>	
8. Data Protection	<p>There have been no incidents since the last meeting.</p>	
9. Pupil Premium	<p>Homework Club has been organized to support a number of children, primarily Pupil Premium children. Extra support and enrichment has been provided for Pupil Premium Plus children. The latest assessment data is being collated and their progress will be monitored</p>	
10. Parental Engagement	<p>See Headteacher's Report. Miss Hawkins said that both KS1 and KS2 SATs meetings were held face-to-face. Miss Shapcott has also recorded a video to inform parents about the new multiplication tests for Year 3. Parent Consultations took place virtually. Mrs Jacobs asked whether a hybrid approach would be appropriate. Miss Hawkins said that this is being considered and that she is looking for other opportunities to ask the parents back into school especially as some have not been into the school at all as their children have joined since the start of Covid. Mr Child asked whether Sports Day would be in person. Miss Hawkins confirmed that it will be.</p>	

	<p>Mr Carswell asked whether the parents had commented about the OFSTED report at the Parent Consultations. Miss Hawkins said that there had been very few questions. She said that the new reading pathway will be shared with parents as soon as staff have been informed to ensure clear communication. Mr Child said that communication about pupil learning for parents with younger children is very important as they are less reliable about informing parents about their learning themselves. Mr Carswell said that the communication to parents needed to be increased. Mrs Jacobs asked whether parents are more aware of their children's progress in reading as a result of the report. Miss Hawkins said that it varied between parents.</p>	
11. Reports of the Committees of the Governing Body		
Curriculum	The minutes are available in Dropbox	
Finance and Personnel	The minutes are available in Dropbox	
Sites and Buildings	The minutes are available in Dropbox	
12. Governor Visits	There have been no visits this term. Mrs Manley will visit to look at reading when she has been given appropriate dates by the English leads.	
13. Policies		
Grievance Policy	The Governors approved the policy	DW/SM
14. Chair's Correspondence	Rev. Talbot said that the village has shown great interest in hosting Ukrainian families and recommended that the school should be ready to welcome any new pupils.	
15. Date of next meeting	7 th July 2022	