

DECOY COMMUNITY PRIMARY SCHOOL BOARD OF GOVERNORS

COMMITTEE

**Learning & Wellbeing Committee**

DATE

**08/03/2021**

21/09/2020	16/11/2020	18/01/2021	08/03/2021	10/05/2021	28/06/2021
------------	------------	------------	------------	------------	------------

**GOVERNOR ATTENDANCE**

Paul Evemy	P	P	P	P		
Simon Barnes	P	P	P	P		
Sandra Cartwright	P	P	P	P		
Heather Poustie	P	P	P	P		
Chris Winfield	P					
Gill Quantrell	P	P	P	P		
Ruth Dennis		P	P	P		
Kate Eames		P	P	P		

**P** – Present  
**A** – Absent

**S** – Sanctioned  
**L** – Late arrival

**In attendance:** None

Chaired by	<b>Paul Evemy</b>	Clerked by	<b>Pete Osborne</b>
------------	-------------------	------------	---------------------

## Agenda

- LW 44/2021 To record those who are present, accept apologies and welcome any visitors.
- LW 45/2021 Declaration of interests
- LW 46/2021 Division of Agenda
- LW 47/2021 To agree the Minutes of the last meeting
- LW 48/2021 Matters Arising and Outstanding Actions
- LW 49/2021 Urgent business
- LW 50/2021 School Improvement Plan and School Performance Data
- LW 51/2021 Governance
- LW 52/2021 Collaboration
- LW 53/2021 Safeguarding
- LW 54/2021 Policies
- LW 55/2021 Information provided by the Clerk
- LW 56/2021 Matters for the next agenda
- LW 57/2021 Date of next meeting

### ACTIONS TO BE TAKEN

ITEM		BY WHOM	BY WHEN
47/2021	Minutes to website	Heather Poustie/Clerk	asap
54b/2021	Source a suitable document for Exclusion Procedures	Heather Poustie	05052021
54a and 54c/2021	The following policies to be on the FGB Agenda: Equality Information and Objectives Policy SRE Policy	Clerk	asap

	Item	Notes	Action
LW 44/2021	To record those who are present, accept apologies and sanction	The meeting commenced at: <b>1830</b>  Apologies: <b>None.</b>	

	absences where appropriate and welcome any visitors	In attendance: None Quorum for this meeting is 3 Governors plus the Headteacher. This meeting was conducted online.	
LW 45/2021	Declaration of interests.	None	
LW 46/2021	Division of Agenda.	None	
LW 47/2021	To agree the Minutes of the last meeting held 18 January 2021	Agreed and signed	<b>Clerk to place on website</b>
LW 48/2021	To discuss any matters arising from the minutes and not on this agenda		
LW 49/2021	Urgent business brought forward at the discretion of the Chair	<b>None</b>	
LW 50/2021	School Improvement Plan (SIP) and School Performance Data	a. Catch-up funding. The school has been allocated £31440 to be used over 3 terms. A report was distributed which outlined the way that the funding is being used. It itemised academic barriers under 5 headings Maths, Writing , Reading, Non-Core and Well-being and provided detail on each. <b>A Governor asked where Heather would see Remote Learning going now. Heather Replied that there may be certain closures where remote learning might need to be maintained. She also provided some examples where it might benefit certain children. A further</b>	

		<p><b>question was asked on common shared experience for instance theatre which children would not have experienced during the last 12 months. The school had enjoyed an online pantomime at Christmas.</b> The return to school had been achieved without problems and all the children had welcomed their return.</p> <p>b. Update on the DCC Review visit. A copy of the report and action plan had been distributed and Heather provided a brief outline of the report. A further visit is scheduled for this week.</p> <p>c. Report from Pupil Premium champion and identify actions/issues; review effectiveness and impact of intervention programmes against pupil premium strategy success criteria. Simon Barnes provided a brief outline of the report prior to Governors being asked if they had any questions. Particular attention was drawn to the comparison on level of engagement in remote learning between the Pupil Premium Children and other children where there is a level playing field. Staff wellbeing must continue to be a serious concern for us as a governing body. The hours which staff are working and the immense effort they are having to both teach at school and provide home learning are way beyond anything that could normally be expected of them. <b>A Governor asked when it would be appropriate to return to classroom scrutiny and Heather replied that there is planned to be a focus on this during the Summer Term. A further question was asked on the process of assessments and Heather replied that this can now be conducted regularly and it will be possible to see the progress being made.</b></p> <p>d. School Improvement Plan (SIP). A copy of the SIP had been distributed prior to the meeting Heather Poustie explained that the catch up funding report linked into the SIP. She provided a brief outline of the various aspects of the SIP. <b>A Governor asked a question on the EYFS area of the SIP and the catch up Plan. Heather replied that there are areas that need to be looked at including Phonics. The Chair said that it is an ambitious SIP particularly during the current pandemic and drew particular attention to the Governor's area.</b></p>	
--	--	--	--

		<p>e. Delivery of Sex and Relationships education and Religious Education (including collective worship). The SIP indicates that there is a need to review RSE and PSHE curriculums and policies to ensure they are in line with statutory expectations and meeting our curriculum intent. There will be a consultation with pupils, staff, parents and governors and an audit of the Resources required and available. The interim Policy for RSE is included on this agenda for approval (Item 54b) and this will be reviewed in the Autumn Term.</p>	
LW 51/2021	Governors	<p>a. The following Governor visits were agreed and Governors should agree their agenda for the visit and speak with the relevant team leader before the Easter Break to enable the visit to ideally take place in the week leading up to the 7 May 2021:</p> <ol style="list-style-type: none"> <li>1) Literacy – (Paul Evemy/Sandra Cartwright) -</li> <li>2) SEND – (Paul Evemy/Sandra Cartwright)</li> <li>3) EYFS Curriculum - (Gill Quantrell/ Ruth Dennis)</li> <li>4) Maths – (Chris Winfield/Kate Eames)</li> <li>5) Pupil Premium (Simon Barnes)</li> <li>6) Library (Simon Barnes)</li> <li>7) Looked After Children (Simon Barnes)</li> </ol> <p>b. Review the school’s compliance with the Equality Act and measures to ensure all pupils are treated equally. Heather Poustie had updated the Policy and Objectives for approval at this meeting. The frequency of review has also been changed.</p> <p>c. Review the analysis of Learning during Lockdown Survey for parents/carers. The response to the survey had been encouraging (107 responses) and a series of pie charts showed the responses.  <b>Governors said that it would have been extremely hard for teachers to juggle face to face and remote learning and the school is blessed with a wonderful staff who are to be congratulated on their work throughout the pandemic.</b></p> <p>d. Staff Wellbeing. The subject of staff wellbeing had been raised in the Pupil Premium Report. Paul Evemy had forwarded some sample</p>	

		policies to Heather and he will work with her to form a draft policy and staff survey on wellbeing.	
LW 52/2021	Collaboration	The group had not met formally but members have held informal conversations and shared guidance by email	
LW 53/2021	Safeguarding	Dave Lee (DSL) had produced a Safeguarding report and Heather Poustie provided a brief outline of the various aspects. The document will be uploaded after the meeting.	
LW 54/2021	Policies and Other Documents	The following Policies/documents were approved and/or recommended to the FGB for approval: a. Equality Information and Objectives Policy – approved to go to the FGB b. Exclusion Procedures. There was discussion on this document and Heather will source a suitable document for a future meeting. c. SRE Policy - approved to go to the FGB	
LW 55/2021	Information provided by the Clerk	The training programme for the Summer Term will be distributed this week. Governors are asked to let the Clerk know their training requirements so that bookings can be made.	
LW 56/2021	Matters for the next agenda	The following matters were agreed for the next agenda:  1) School Improvement Plan 2) Monitor progress against SIP with focus on curriculum 3) Ensure National Curriculum is in place and consider any disapplication to pupils, (including part-time timetables) 4) Discuss report from SENDCO and identify actions/issues, review effectiveness of intervention programmes against SIP success criteria 5) Agree annual report on SEND provision for school website in line with statutory duties 6) To receive reports on the following Governor visits (if available): a. Literacy – (Paul Every/Sandra Cartwright) - b. SEND – (Paul Every/Sandra Cartwright) c. EYFS Curriculum - (Gill Quantrell/ Ruth Dennis) d. Maths – (Chris Winfield/ e. Pupil Premium (Simon Barnes)	

		f. Library (Simon Barnes) g. Looked After Children (Simon Barnes) 7) Governance a. Preparation for the annual Parent/Pupil/Staff questionnaire(s) (as appropriate) b. Staff welfare and draft policy 8) Collaboration 9) Safeguarding Matters 10) Policies and other documents: a. Supporting Pupils at School with Medical Conditions Policy b. Pupil Premium Strategy and Policy c. Online Safety Policy	
LW 57/2021	Date of next meeting	<b>Monday 10 May 2021 at 1830</b>	

The meeting closed at **2000**

**Signed as a true record.**

Signed	Date:
--------	-------

### **Collaboration Project**

The primary schools currently involved are:

1. Decoy
2. Denbury
3. Kingskerswell
4. Starcross
5. Canada Hill
6. Bradley Barton

7. Chudleigh
8. Stokeinteignhead
9. Abbotskerswell
10. Highweek