

DECOY COMMUNITY PRIMARY SCHOOL BOARD OF GOVERNORS

COMMITTEE

Learning & Wellbeing Committee

DATE

21/09/2020

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

Paul Evemy	P					
Simon Barnes	P					
Sandra Cartwright	P					
Heather Poustie	P					
Chris Winfield	P					
Gill Quantrell	P					

P – Present
A – Absent

S – Sanctioned
L – Late arrival

Visitors: Keith Moore (Chair of Governors)

Chaired by	Paul Evemy	Clerked by	Pete Osborne
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Agenda

- LW 01/2021 To record those who are present, accept apologies and welcome any visitors
- LW 02/2021 To agree the Minutes of the last meeting
- LW 03/2021 Matters Arising and Outstanding Actions
- LW 04/2021 Urgent business
- LW 05/2021 Division of Agenda
- LW 06/2021 Declaration of interests
- LW 07/2021 School Improvement Plan and School Performance Data
- LW 08/2021 Governors
- LW 09/2021 Collaboration
- LW 10/2021 Safeguarding
- LW 11/2021 Workplan
- LW 12/2021 Policies
- LW 13/2021 Information provided by the Clerk
- LW 14/2021 Matters for the next agenda
- LW 15/2021 Date of next meeting

ACTIONS TO BE TAKEN

ITEM	BY WHOM	BY WHEN
02/2021	Minutes to website	Heather Poustie/Clerk
10a/2021	Forward online safeguarding training package to Heather Poustie	Clerk
11/2021	Add Child Protection and Safeguarding Policy to FGB Agenda	Clerk
12/2021	Distribute training opportunities to Governors	Clerk

Item	Notes	Action
LW 01/2021	<p>To record those who are present, accept apologies and sanction absences where appropriate and</p> <p>The meeting commenced at: 1835</p> <p>Apologies: None.</p> <p>Visitors: Keith Moore</p>	

	welcome any visitors	Quorum for this meeting is 3 Governors plus the Headteacher This meeting was conducted online	
LW 02/2021	To agree the Minutes of the last meeting held 15 June 2020	Agreed and signed	Clerk to place on website
LW 03/2021	To discuss any matters arising from the minutes and not on this agenda	None	
LW 04/2021	Urgent business brought forward at the discretion of the Chair	None	
LW 05/2021	Division of Agenda. Consider whether the discussion of any item of business is likely to lead to the disclosure of exempt information (Part 2 Matters)		None
LW 06/2021	Declaration of interests. Governors are invited to declare any personal or prejudicial interests, including the nature and extent of such interests, they may have in any items to be considered at this meeting.		
LW 07/2021	School Improvement Plan (SIP) and School Performance Data	a. Monitoring of pupil progress against School Improvement Plan (SIP) and levels of expected progress from entry and the need to revise the SIP to take account of the Covid-19 closure including how the school is identifying gaps Heather Poustie explained that a new planning template had been introduced last year and this enabled easier identification of gaps in the curriculum for teachers in the next year to work towards closing the gaps. She provided examples for curriculum areas showing how it is planned that the children will be on track by the end of the academic year. She also provided an explanation of the additional Covid 19 safety measures being	

		<p>put in place in the school hall to allow face to face teaching and meetings with children. Great emphasis is being placed on the need to ensure that each child is in a position to catch up. A governor asked if we have been able to identify individual children who have been disadvantaged or is this an on-going process. Heather Poustie explained that some children had been identified but for a number of reasons there are others here this work is on-going. A further question asked how gaps are being currently managed. Heather Poustie explained that thanks to the good weather they are able to carry on teaching outside and other areas have been identified here one to one or small group teaching can take place. Paul Evemy had attended a webinar on returning to School in September and he outlined some of the messages that the Canadians had identified including, hygiene, Ventilation and driving Covid 19 incidence down which Heather Poustie commented on. Paul Evemy asked if the Curriculum could be uploaded on the website so that Governors can view this prior to making visits and this will be done.</p> <p>b. Evaluate the success of the SIP in light of Covid 19 - to be carried forward</p> <p>c. Analyse performance data and results from assessments etc (NO SATs) - to be carried forward</p> <p>d. To review national developments in curriculum and assess impact for the school - to be carried forward</p> <p>e. Review curriculum development and report to FGB – Heather Poustie explained that there is currently nothing further to add to the information provide last year.</p> <p>f. PE and Sport Premium Information. A report had been provided on Drive prior to the meeting and Heather Poustie highlighted some key areas.. She also explained some of the activities that took place during lock down and the planned activities and governors asked a range of questions. <i>PEDPASS policy (Physical Education, Daily Physical Activity & School Sport)</i>. Paul Evemy asked about After School Club which started on 21 September and Breakfast Club starting on 28 September 2020.</p>	<p>Clerk</p> <p>Clerk</p> <p>Clerk</p>
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		Heather Poustie explained in reasonable detail the arrangements for both activities and the expected numbers. Parents had signed up during the Summer Holidays which enabled planning to take place and budgeting arrangements to be put in place.	
LW 08/2021	Governors	<p>a. Governor visits. It was agreed that visits should not take place until after the half term holiday which will enable staff to settle in in the new arrangements. Heather Poustie commented that there are people coming o site but this is being kept to a minimum and the number of contacts that staff have should also be minimised. She would prefer that the meetings be held with Zoom/Skype and not face to face. Governors agreed with this approach and individual governors contact the relevant members of staff and make arrangements. It was also suggested that in view of the current Covid 19 situation the visit proforma be reviewed to enable a more relevant report to be provided. Visits, in whatever format, are to take place towards the end of November 2020 and Governors are to contact individual staff members to agree arrangements. Feedback to be provided to the next meeting.</p> <p>b. Workplan and timetable for Lead Governor engagement and feedback processes. Completed in a. above</p> <p>c. Policy review schedule - agreed</p> <p>d. Review of the school's compliance with the Equality Act and measures to ensure all pupils are treated equally. Heather Poustie had discussed this with the schools in the Collaboration Group and this item is to be carried forward to the next meeting.</p>	
LW 09/2021	Collaboration	In abeyance during Covid-19 closures but there had been number of conversations on a range of matters with Headteachers in the Group.	
LW 10/2021	Safeguarding	<p>a. Safeguarding training for staff – online refresher training completed but no basic training available online. A Google form had been set up to enable staff to confirm completion. Training for governors was discussed and the clerk will forward a suggested online training package to Heather Poustie</p> <p>b. Any other safeguarding matters. Dave Lee is now the Safeguarding Lead. Vulnerable children meetings are still taking place. Records for children</p>	Clerk

		who have moved to Secondary school have been transferred. A governor asked if there have been any inequalities identified during the school closure and since the return to school. Heather Poustie said that there had been some identified during lock down and measures had been put in place to address these but during the Summer Holidays there had been difficulties in managing this.	
LW 11/2021	Workplan	Consider destinations of July leavers and the quality of transition arrangements. A grid had been provided prior to the meeting and transition had been difficult due to Covid 19. Internal action had commenced at an early stage. There was some brief comment on the arrangements that took place between the school and the secondary schools.	
LW 11/2021	Policies and Other Documents	The following Policies/documents were approved and/or recommended to the FGB for approval: a. Child Protection and Safeguarding Policy and recommend to FGB - agreed	Clerk
LW 12/2021	Information provided by the Clerk	There are training opportunities being provided by Babcock and these will be distributed on 22 September 2020	Clerk
LW 13/2021	Matters for the next agenda	The following matters were agreed for the next agenda: 1. School Improvement Plan a. Scrutinise Analyse School Performance (ASP) data and challenge progress made for all pupils, including Pupil Premium, SEND, CiC, more able and vulnerable groups Evaluate the success of the SIP in light of Covid 19 b. Analyse performance data and results from assessments etc (NO SATs) c. To review national developments in curriculum and assess impact for the school d. To monitor progress of all pupils against SIP and levels of expected progress from entry and the start of this academic year e. Discuss report from Looked After Children staff member and identify actions/issues f. To receive an update on Climate Change activities 2. Governance	

		<ul style="list-style-type: none"> a. To receive information on planned Governor visits and the methods to be used. b. To review the school's compliance with the Equality Act and measures to ensure all pupils are treated equally c. Check terms of reference and levels of delegation agreed by the FGB to ensure committee operates within their remit <ul style="list-style-type: none"> 3. Collaboration 4. Safeguarding Matters 5. Policies and other documents: <ul style="list-style-type: none"> a. PE and Sport Premium Information b. Anti-bullying Policy 	
LW 14/2021	Date of next meeting	Monday 16 November 2020 at 1830	

The meeting closed **2000**

Signed as a true record

Signed	Date:
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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