



26/11/2020

Minutes

Local Governing Board; St Stephens Community Academy Thursday 26th November 2020/10am remotely via Zoom

1. Join Meeting

All participants had video and audio connection.

2. Welcome and Apologies

Present: Ann Nicholson (Chair), Peter Jones (Vice), Laura Osborne, Kathy Walsh, Joan Heaton, Maura Furber

Apologies: Sue Tierney

In attendance: Toni Martin

3. Declarations of Interest Relevant to this Agenda

None declared relevant to this agenda. Annual declarations complete and register published.

4. Elect Chair and Vice Chair

AN agreed to be Chair for this academic year but not beyond. All governors voted for this.

PJ agreed to be Vice Chair for this academic year but not beyond. All governors voted for this.

Both noted that they will be stepping down as governors at the end of this academic year.

There will need to be a recruitment drive for governors at SSCA and the appointment of a new Chair. AN agreed to conduct a hand-over with a new Chair.

5. Confirm Minutes of LGB last meeting

No actions. LGB agreed minutes and a copy will be provided for Chair to sign when normality resumes.

6. Head Teacher Report / Current Situation Update

Head Teacher report provided to governors, however things have changed recently. MF noted some mobility – school will be 199 with 9 in the ARB with 3 more pupils applying. She noted 39% are FSM- an increase from 32%. In school provision is going very well and risk assessments are constantly being reviewed. No known Covid cases in the children or staff, but odd child or member of staff have self-isolated due to contact with others outside the school. Daily routine and safety systems are working well. Staggered drop off and pick up times can sometimes cause issues with parents collecting siblings at different times but legally there is a need for each child to complete a set number of hours in school. The start and end of day times have now resumed to normal/pre-covid. Behaviour is generally very good and attendance is currently 86%. It was noted there have been cases in Launceston college which may filter to younger siblings and numbers in Launceston are increasing so we need to be wary of this over the coming weeks.

Noting that it is important not to cause unnecessary panic, a governor noted communication to parents when staff members are absent so that parents are not left to speculate? MF noted

the circumstances and took the point regarding communication on-board. The decision was made not to share the information, as it wasn't actually a member of staff that had tested positive. Since their return, the member of staff in question has explained their absence sensitively and in person to the class. Staff are exhausted with everything that is required so they are not being asked for anything extra unless it is absolutely necessary. **So many children are FSM now, how will this work over the holidays?** Parents will receive vouchers via a text message so that children can receive funding over the school holidays. If a PPG child is isolating during term time the school provide them with a box of groceries fortnightly.

The governors wanted to pass on a big thank you to the staff. It doesn't seem enough to show gratitude in this way but the governors were keen to pass on their thanks to MF and the staff.

7. **Recovery Plan & Impact**

MF noted the recovery plan update provided to governors. She discussed some of the funded interventions and provision that is being used in the school. She noted that the phonics screening has been positive thus far. MF noted that Nuffield Early Language Intervention has been obtained through government funding which is a positive resource. She noted the additional tutors and interventions that are in place, and are very positive. MF noted that the children are usually tired by lunchtime so the additional provision is excellent but we have to be realistic and prioritise the gaps. Building stamina and resilience is a key priority. Data will be available to be analysed in Jan 2021.

8. **School Risks**

School top 3 risks:

1. School falling below DfE floor standards for attainment and progress. Due to CV19 pandemic school closure no formal assessments and no national statistics available for the academic year 19-20. It is likely that 2019 figures will be used with a 10-15% drop to allow for Covid knock on. The governors discussed likely progress towards SATs and internal assessments are looking positive given the information.

2. Failure to provide a broad and balanced curriculum offer that will impact on progress and attainment of all groups of pupils including the vulnerable groups. Failure to improve in class resilience in learning and home learning uptake. It was noted that the capabilities curriculum was started but didn't continue because of Covid and resilience in children's learning is difficult as support at home is not the same for all children.

3. Failure to support mental health needs and social and emotional well-being of all pupils and their families including vulnerable groups. This is key as some families are struggling and this has an impact on the children.

9. **Safeguarding**

S157 return received and MF noted the positive feedback. Areas for development are minor and have been dealt with.

10. **Governor Monitoring**

LO has conducted stakeholder engagement with parents and has frequent discussions with MF. The Chair meets with MF regularly to discuss progress at the school, staff welfare and recovery curriculum.

PJ and AN – attended the An Daras Visible Learning update with Deborah Saunders.

The Chair gave feedback from her meeting with the Trust CEO:

- Governors need to be kept informed on progress with the recovery programme; impact to be monitored.
- It is important to get the important things done and done well. Leadership and staff workload and wellbeing needs to be monitored and it has been communicated to HT and staff not to overdo it.
- Funds available for Governor training and plenty of on-line opportunities. We need to take advantage of these.
- Governors have been updated on Safeguarding. The Policy and practice should include mental health pathways.
- Ofsted inspections are due to resume in January 2021.
- Money has been allocated to St Stephens for staff computers and resources but it is unlikely that much more will be available. The boilers will have to be replaced.
- There are new published Head Teacher standards and although they are not statutory, the expectation is that Head Teachers will follow them within reason.

AN will conduct performance management for MF in December.

11. Governor Training

Training has been completed as follows:

AN – completed Challenge & Accountability training 19 Oct 20.

JH – completed governor induction training on 21 Oct.

Training is booked as follows:

AN booked in for governor monitoring course on zoom in Jan 2021.

JH – booked on mental health training 2 Dec 20.

12. Any Other Business

Remote learning policy approved. **Governors challenged whether every child can be catered for in terms of IT and internet connection?** MF noted the blended learning approach so that every child can be catered for as far as is reasonably possible. It was noted that when all the children are in school but a few children are required to self- isolate, there is a need to provide home learning. This is an additional workload on the staff who already have a full class and busy day to manage.

It was agreed that the staff are going above and beyond, and given the circumstances, it was encouraging to see the positive results of the staff survey. The governors discussed the survey with MF.

13. New Governors and Governor Farewell

Two new parent governors have come forward to be governors. They will be appointed as at this meeting (26 November 2020) and will attend the next meeting. The requirement to have meetings at the end of the working day in future was discussed due to some governors working. TM will arrange a zoom with the new governors and MF to briefly discuss the role and sort timings.

The Chair whole-heartedly thanked LO for her dedication and commitment as a governor, she noted that LO will be missed and has been our eyes and ears in the school. LO has been a breath of fresh air, who has challenged the school leadership but in a supportive way; she has

contributed a great deal. LO noted that she has tried to be a critical friend, she is a huge supporter of SSCA and always will be, and will miss the role of parent governor (even though it is a tricky balance some times) but it is time to step down due to other commitments.

14. **DONM**

Next meeting is Thursday 28th January 2021, time TBC, via zoom. **Agenda items to include recovery impact/data, safeguarding and governor roles.**

Spring main meeting is Thursday 11th March 2021, time TBC.

Summer main meeting is Thursday 24th June 2021, time TBC.

Meeting closed at 11.50am.

TJH Martin
ADMAT Governance Officer

Distribution List:

A. Nicholson – Co-opted Governor (Chair) P. Jones – Co-opted Governor (Vice) K. Walsh – Staff Governor S. Tierney – Co-opted Governor L. Volz – Parent Governor (designate) J. Williams – Parent Governor (designate)	J. Heaton – Co-opted Governor M. Furber – Head Teacher W. Hermon – Executive Head/CEO G. Barriball – Chair of the Board
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