

BANISTER PRIMARY SCHOOL
MEETING OF THE FULL GOVERNING BODY
THURSDAY 15th JULY 2021

9.00 AM

MINUTES

Those Present:

Kate Vincent (Headteacher)
Peter McBride (Chair) (Mac)
Romana Syed
Vicky Boothman
Vivek Kohli
Megan Streb
Richard Congreve
Hayley Joy

Apologies: Sam Clough

Steve Leggett
Matthew Turpin
Peter Davison
Christina Spiers
Luke Newman
Romana Syed

Absent: None

In attendance:

Katie Pevreall (Clerk)
David Hockin (SBM)

Notes:

1. Welcome, Present and Apologies

1a. The Chair welcomed everyone to the meeting. Apologies were accepted from Samantha Clough, Steve Leggett, Peter Davison, Matthew Turpin, Christina Spiers, Luke Newman and Romana Syed.

1b. Megan Streb left the meeting.

1c. Megan Streb's term ended on 13th July. The board unanimously co-opted her.

1d. It was noted that Hayley Joy was now the staff governor.

2. Declaration of Interest

2a. Governors did not declare an interest in any of the agenda items.

3. Minutes and Actions of the Previous Meeting

3a. The minutes of the previous meeting were approved via email after the meeting.

4. Correspondence

4a. The school had received an email from Lynn Ross to thank staff at Banister for their professionalism and dedication to the children during the pandemic.

5. Communications Between Headteacher and Governors

5a. The Chair and Headteacher had met to discussed staffing issues. A member of staff had handed in their resignation and would be leaving in October.

6. Subcommittee Reports

6a. GP

6aa. The committee had discussed self-funded income and it was noted that it was a small proportion of the school's overall income. The school had not generated much of this funding in the past year due to the pandemic but there had also been very little expenditure in this area. This was not a cause for concern.

6ab. The committee had also discussed the budget and noted that it would need to be revised in September as staff changes were implemented.

6ac. The committee had received a staffing update. The school had employed a teacher on a one-year fixed term contract for covid catch-up.

6ad. The committee had also approved the charging and remissions policy.

6b. TLC

6ba. In Peter Davison's absence the headteacher gave a summary. The committee had discussed Leader in Me and how governors would take an active role in the program moving forward. Each governor would pick a year group and follow them throughout the year to measure progress.

6bb. The committee had also discussed staff wellbeing and noted that all staff were very tired. A lot of staff were isolating at the moment which was challenging.

6bc. Ellen Brodigan had joined the committee to discuss the RE Gold certificate. She had shared a video with governors.

7. Review of Our Response to Covid

7a. Governors reflected on their performance over the past academic year. They recognised the additional pressures on staff over the past year and noted that they had managed to keep connected with the school.

7b. It was noted that Vicky Boothman was a new governor during the pandemic and had not yet visited the school as a governor while it was operating normally but had managed to get involved with the school.

7c. Governor's prioritisation of wellbeing was appreciated by the school. It was noted that other governors in the city were looking to focus on wellbeing in the next academic year.

7d. Peter Davison had circulated the following suggestions for priorities prior to the meeting:

- 1) Successful return in Sept managing & supporting return for staff, children & parents
- 2) Implementation / Continuation of the reasonable & proportionate measures contained within the Risk Assessment
- 3) Continue to identify the learning needs / any gaps that were identified as a result of the last 12 months
- 4) Creation & ongoing review of School Improvement Plan something which has been challenging in the last 12 months.

7e. The school noted that the SIP would likely be completed later in the year than it normally would be.

7f. Governors agreed that it would be a priority for them next year to understand how the school was delivering the new Ofsted priorities.

8. September Plans: Covid Risk Assessment

8a. It was noted that the risk assessment for September focused on four key control measures: hand hygiene, cleaning, ventilation and following PHE guidance. The school was also required to write an outbreak management plan in case restrictions change nationally or locally.

8b. Staff's feelings about lifting restrictions were varied with some feeling anxious and others wishing to get back to some normality. Staff had been informed of the new risk assessment, but it was noted that things may change before September.

8c. The school informed governors of the changes to the school day from September. The school day would start at 8:30am and finish at 3pm, extending the learning time by 15 minutes. Schools clubs, trips and assemblies would be reintroduced in September and the playground fencing would be removed.

Q: Has the school seen any cases of long covid?

A: A member of staff was still struggling physically following covid but this could be due to a prior medical condition rather than being long covid.

8d. It was noted that the school had had very few covid cases.

8e. Governors unanimously approved the risk assessment.

9. Governor Visual Learning Summit Feedback

9a. Megan Streb had met with an LSA. The LSA noted that it was reassuring to see that the talks were discussing strategies that the school was already implementing. The LSA had struggled knowing which videos to watch and there had been some difficulties accessing the platform itself. Megan Streb noted that it was good to see the LSA's process of reflection and planning. PD and PKM have also met with staff to discuss the VLS and found similar responses – access to the summit has been stimulating, and the freedom to follow these in their own time has been appreciated. Reports of their visits are in the Dropbox.

9b. It was noted that the school had given time to staff to view talks but due to a delay with the platform processing videos the time initially given had not been useful. It was noted that staff have access for a year and everyone still got a lot out of this access.

Q: Does the school think that if the extra pressures of covid had not been present staff would have benefitted from the access even more?

A: Staff have continued to approach teaching and learning in the same way this year as any other year so it was valued just as much this year as it would be another year.

9c. It was noted that for most staff this was a very different way to learn to what they were used to. In a normal year the school would have given staff more structure in terms of feedback and reflection based on what they learned from the summit. It was hoped next year that these resources could be used with even greater effect.

10. Safeguarding Update

10a. The school had previously had one LAC who was now no longer looked-after and was permanently settled.

10b. Safeguarding concerns were rising which was usual for the end of the Summer term. Issues were much the same as they had been for the rest of the year with many of them being linked to domestic violence and/or alcohol abuse. The school was working with these children closely and trying to provide holiday activities for the children.

11. Governor Week Planning

11a. The focus for the first governor week in the following academic year would be subject leadership. The school would provide governors with a list of subjects and governors could volunteer over the summer so all arrangements were in place for the first meeting in September.

ACTIONS: KV to provide gobs with list of subjects for governor week

11b. Vivek Kohli agreed to join Megan Streb and Mac for the HTPM review.

11c. It was hoped that governors could join staff for an informal get together at some point next term. The first inset day of September was suggested, but this will be fully taken up by Leader in Me training.

12. AOB

There was nothing to discuss.

ACTIONS:

Page no.	Item	Action	Person Responsible
3	11a	KV to provide govs with list of subjects for governor week	KV