



Sussex Road Community Primary School
Minutes of the Meeting of the Governing Body
held on 15 July 2020 at 6.30pm through virtual governance arrangements

	Present:	Nicola Furlonger (Chair) Sarah Bowles (Headteacher) Alison D'Alton (SBM) (Item 2 onwards, excluding part of Item 4) Andrew Pembroke (AP) Clare Robertson (CR) Louisa Rowlands (LR) Emma Sangster (ES) Michael Webber (MW) Jo Winker (JW)	
	In attendance	Carly Birkett, (Deputy Headteacher (DHT) (Associate Member) Lesley Hardwick (Clerk)	
			Action
1.	APOLOGIES FOR ABSENCE Vanessa Lines had been unable to connect to the Teams meeting, due to internet issues and Governors agreed that her apologies would be accepted if she could not join the meeting at all. The Chair reported that John Tomlinson had decided to resign from the FGB. She commented that this was disappointing, although he had not been able to give time to the role of Governor since his appointment due other outside and changing commitments. The Clerk confirmed that the meeting was quorate.		NF
2.	DECLARATION OF BUSINESS INTERESTS (This item was taken after the two decisions under Agenda Item 4 had been taken and ADA had joined the meeting) No declarations of interest were received in respect of any item on the Agenda.		
3.	MINUTES OF LAST MEETING AND MATTERS ARISING Minutes of FGB meeting held on 11 May 2020 and 7 June 2020 (EFGB) <u>The minutes of the meetings held on 11 May and 7 June 2020 were approved as an accurate record (to be signed by the Chair of Governors at a future date).</u> Action Points Governors reviewed progress against relevant outstanding actions: <ul style="list-style-type: none"> <u>Health & Safety monitoring</u> – A Governor noted that only one of the required three Health & Safety monitoring visits had taken place during the current academic year. The SBM confirmed that she had made the Condition Survey and associated documents available to the former Health & Safety Governor but that he had not arranged for an online conversation to discuss them with her. <i>It was agreed that this information should be shared with MW and LR, to facilitate a 'desktop' monitoring exercise</i> <u>Correspondence folder on Sharepoint</u> – The HT confirmed that she had uploaded the letters sent to parents since the beginning of lockdown to the new Correspondence folder on Sharepoint. A Governor remarked that these letters highlighted the extent of communication between the school and parents over the past four months. <p>It was confirmed that all other pertinent action items had been completed or were covered under other agenda items.</p>		MW/LR

	<p>Other Matters Arising</p> <p>There were no other matters arising from the minutes. The Chair reported that she had received a parental complaint that was currently being investigated.</p>	
4.	<p>MEMBERSHIP [The first two decisions under this agenda item were taken before Agenda Item 2]</p> <p>Co-opted Governor Appointments</p> <ul style="list-style-type: none"> • <u>Alison D'Alton</u> – ADA was absent for this discussion and decision. The Chair advised that ADA's term of office as a Staff Governor had ended on 7/7/20 and that staff elections had been deferred until Term 1 due to the Covid-19 lockdown. She asked if Governors would wish to appoint ADA to one of the Co-opted Governor vacancies, to retain her financial skills and expertise on the GB. It was noted that this appointment would not prevent ADA nominating herself for the Staff Governor role when the elections took place. Governors recognised the contribution that ADA had made to the FGB. <u>It was agreed that Alison D'Alton should be appointed for a four year term of office as a Co-opted Governor.</u> [Alison D'Alton joined the meeting.] • <u>Andrew Chesworth</u> – The Chair advised that AC's term of office as a Co-opted Governor had ended on 7/7/20 and asked if Governors would wish to re-appoint him to this role. The subsequent discussion is reported within the Confidential Minutes. <u>Following the discussion, a vote was taken and Governors agreed, by a majority of 8:1, that Andrew Chesworth should not be appointed for a new term of office.</u> 	
5.	<p>SCHOOL IMPROVEMENT</p> <p>Headteacher's Report</p> <p>The HT gave a verbal update on the operation of the School under DFE Covid-19 guidance:</p> <ul style="list-style-type: none"> • <u>Risk Assessments</u> – The HT advised that there had been no major changes to the Risk Assessments that the GB had reviewed in June relating to the School's operations during Term 6. She confirmed that she was working on a revised risk assessment for September, which would reflect the increased flexibility with regard to social distancing, and explained that one of the key points to consider would be to arrange for staggered drop off and pick up times that would have as little impact on parents as possible, especially those with children in two or more different year groups given the high percentage of siblings on roll (approximately 50% of children in each year group). She explained that the staggered start and end times should give each cohort an equal amount of teaching time but was concerned that her initial plan would result in too many parents outside the school at 8.40 each morning. The HT confirmed that she was currently looking at four bubbles – Year R, Years 1 and 2, Years 3 and 4 and Years 5 and 6, explaining that treating Years 1 and 2 as one bubble would be essential to deliver phonics and that the other two-year group bubbles would be necessary to manage break and lunchtimes whilst still delivering PE lessons, given the limited amount of outdoor space. She advised that staff would be able to go in and out of bubbles from September so the year group arrangements would not impact on PPA time. However she pointed out that schools would still need to be cautious, particularly following the reported suggestion that the virus might remain airborne for longer than had been previously thought. A Governor asked if staff might therefore 	

	<p>need to wear facemasks, or might request this. The HT confirmed that this was not a requirement under current guidance but confirmed that the School would need to be aware of ongoing research and any future changes in this respect.</p> <p>The HT advised that she intended to use the existing risk assessments, but with different colour coding to identify any changes, and confirmed that she would keep in touch with the Chair and Vice Chair over the Summer. The Clerk reported that there would be no need for an EFGB to review the September risk assessments, which should be reviewed by the Chair and ratified at the first FGB of the new academic year.</p> <p>In response to a question regarding bringing children onto and off the school site, the HT confirmed that the school was currently using two of the gates that opened directly onto the playground, but that she was cautious about using the gate from the larger staff car park, as staff and children would be arriving at the same time. She was confident that the arrangements using two gates would work effectively once the right timings had been identified, although she commented that it might be difficult at first to ensure that parents dropped children off and left the area promptly.</p> <p>In response to a further question the HT confirmed that the DHT and SENCO had been ‘policing’ drop off and pick ups, but pointed out that the school was dependant on parents behaving responsibly. She noted that more DfE or LA guidance was likely to be produced over the summer.</p> <ul style="list-style-type: none"> • <u>Attendance</u> - The HT reported that 115 children had been in school, with 46 Key Workers’ children and 25 members of staff, and that staff who had not been in school had been working from home. • <u>Care for vulnerable and SEND children</u> – The HT pointed out that the arrangements for these children had been reviewed as part of the SEND monitoring ‘visit’ which would be dealt with under a later agenda item. • <u>Monitoring the wellbeing of staff, pupils and stakeholders</u> – The HT confirmed that support for pupils continued to be proactive and responsive advising that a DSL was present during each of the phone calls to pupils and that although parents could decide whether or not they wanted to join in, they had to be part of the call. The DHT commented that the phone calls had made a real difference to the children and that staff had enjoyed them more than they had anticipated. The HT advised that the DHT and SENCO had been on site on a full time basis, keeping an eye on staff and monitoring how they were feeling and she added that on the whole staff had been incredibly ‘upbeat’ throughout the lockdown period, exhibiting a genuine team spirit. • <u>Behaviour</u> – The HT reported that there had been no surprises with regard to children’s behaviour, with challenging children who had been in school behaving as they had done previously, and being dealt with in the usual way. • <u>Free School Meals</u> – The SBM confirmed that all free school meals vouchers had been ordered, including vouchers for the Summer holiday. The HT reported that there were now 60 FSM pupils, this number having increased from 44 before lockdown, increasing the percentage of FSM pupils to 13.3% of the role, from 9.8%, close to the national average of 15.8%. She also advised that the number of pupil premium children increased from 53 to 68 (15.1% of the roll compared to 11.8% previously, pointing out that this would impact on the amount of PP funding received from March 2021. A Governor asked if the HT felt that this increase was due to a greater awareness of the benefit of registering for free school meals, or was because more families had become eligible. The HT commented that it was not possible to be certain although she pointed out that the current amount that parents were receiving directly through vouchers - £3 per child per day – made it worthwhile for families to apply. However she pointed out that the school’s most vulnerable families tended to be those who were just above 	
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	<p>the FSM threshold. She confirmed that the School had arranged for food deliveries previously, although the number of requests had now fallen and suggested that it might be necessary to offer this service.</p> <ul style="list-style-type: none"> • <u>Learning in School and remote learning</u> – The HT advised that the arrangements that she had reported previously had not changed. • <u>Parent Engagement</u> – The HT confirmed that parent engagement continued to be high and that she had received a large number of complementary emails from parents. • <u>Reporting to parents</u> – The HT referred to the example report that she had circulated with the meeting papers, explaining that these were a condensed version of the usual end of year report, but with personal comments from class teachers and herself. 	
6.	<p>STRATEGIC PLAN</p> <p>Position against the 2019/20 Strategic Plan The HT referred to the updated plan and was pleased that it had been possible to continue to implement actions against a significant number of priorities throughout the lockdown period.</p> <p>Priorities for 2020/21 The HT advised that English and Maths would continue to be a priority as, although the data was strong, progression and the mastery approach needed to be embedded. She confirmed that the Term 1 inset day would include training for staff on the White Rose Maths system and the Power of Reading programmes, which used high quality text to raise standards in Writing.</p> <p>The HT reported that the School had subscribed to the Opal PE package using the Sports Premium funding. She pointed out that, as space on the school site was so limited, Opal consultants would come on site to support senior leaders and progress leaders to establish strong practice which would promote wellbeing, engagement and social interaction, as well as raising children's activity levels.</p> <p>The HT commented that there were no significant gaps in respect of progress against the 2019/20 Strategic Plan. She advised that the DHT had been leading on the development of the curriculum and that the focus for the Inset day would be to identify how what was being taught was specifically relevant to Sussex Road children when reviewing the curriculum implementation and impact. The DHT reported that since January subject leaders had been working hard including working from home when they were not in school over the lockdown period. She explained that some of the Cornerstones assessment statements had been specific to that system and were not National Curriculum statements, and that staff had stripped everything down, using the NC statements as a base to develop bespoke statements for the school in the context of the local community and the needs of the children, which had been used to develop skills progression based on the NC for Years R to 6. The DHT confirmed that the school was building a subject based curriculum, promoting remembering, on the basis that topics would be covered four times during children's time at school to promote long-term memory, building depth of knowledge and skills over time. She pointed out that this was an ongoing progress that would need to be regularly reviewed but was confident that the School had made a good start which would be built on during the Inset day through concentrating on skills and the focus for the new academic year. A Governor commented that the curriculum that the DHT had outlined sounded extremely positive particularly in respect of teachers' enthusiasm for their subject and the continued reinforcement of topics across the years, but questioned how resilient the curriculum would be to any change in priorities in future years. The DHT</p>	

confirmed that the curriculum had been developed on the basis of 'less is more' and on developing the skills that children would need when they moved onto secondary school, based on the National Curriculum, tailored to how the curriculum would be taught at Sussex Road. She did not believe that these priorities would change, although there might be some change of focus.

A Governor asked how the SEND cohort of children would fit in with the curriculum methodology. The DHT confirmed that SEND children would be taught in the same way as the rest of the cohort, with appropriate differentiation and scaffolding. **A Governor asked if any lessons had been learnt from home schooling that might be incorporated into normal teaching, for example the use of online resources to enable children working at a higher level to increase the breadth and depth of their knowledge.** The HT confirmed that teachers would continue to use differentiation and questioning tailored to individual children but pointed out that the aim would be for all children to be focusing on the same elements of the curriculum at the same time. **A Governor asked if the conversations with children and parents had provided a greater understanding of individual children's preferred way of working, and whether the School would provide guidance to parents to enable children to explore subjects in more depth outside school.** The DHT confirmed that the School would continue to set home learning challenges, and confirmed that time would be needed to 'regroup' and take advantage of positive findings from the lockdown experience.

A Governor asked whether the skills that children would be taught would cross over between subjects, for example whether enquiry skills taught in geography would also be used in other subjects. The DHT confirmed that the School would take a holistic approach to the implementation of the curriculum and to the skills taught in every lesson.

A Governor questioned how children's personal development would be delivered within the curriculum. The DHT confirmed that, within the restrictions that would be in place in September, extra-curricular clubs would still take place to supplement what was being taught in the classroom. The HT commented that the logistics of running club and activities across bubbles would need careful consideration, which might take a few weeks to put in place. She also pointed out that some clubs were delivered through external providers who might not want to operate with bubbles, or with numbers that were not sufficient to make the clubs viable.

The HT remarked that it was exciting that, having discussed the new curriculum for a number of years, there had been a significant shift this year, particularly in respect of the plans to revisit topics to strengthen understanding and to give more emphasis to the mastery approach and to greater links between subjects. She confirmed that the 2020/21 Plan would build on the work that had been done over the Summer term. The DHT confirmed that staff had discussed implementation, impact, books and data and that the focus would now be to make sure that staff would be able to talk about what was special about Sussex Road and what children would need from the curriculum. The HT commented that adjustments might need to be made to adapt the curriculum to take account of the Black Lives Matter movement as she did not feel that these issues were covered sufficiently within the curriculum at present.

A Governor questioned whether there would be other priorities beyond Maths, English, PE (through Opal) and the implementation of the curriculum. The HT pointed out that it would be important not to overload the Plan, but confirmed that other work which was not a specific priority would continue, commenting as an example that wellbeing had not been a specific strategic priority this year. She commented that

	<p>inevitably gaps would be identified as a result of the lockdown that would need to be addressed even when these were not in strategic priority areas. She pointed out that these gaps, and the interventions needed to address them, would not be known until September and that as yet there was no clear indication of how much additional funding would be available from the Government for catch-up initiatives, or when it would be received.</p> <p>A Governor asked whether the School would prepare a separate Recovery Plan once assessments had been carried out in September. The HT advised that she would prefer one single Plan incorporating the recovery curriculum, although she pointed out that this would be for the DHT to determine next year. She noted that the School would need to consider carefully how any additional funding would be spent, commenting as an example that tuition was expensive and needed to be delivered by the right person and following strong conversations to make sure the right gaps were being addressed and that the provision would be effective. She also confirmed that the continuous provision model used in Year R and Year 1 would also be adopted within Year 2 next year, which would support the children coming back to school but that the range of strategies that would be used would need to be carefully considered.</p> <p>Changes to the Long Term Strategic Plan The Chair suggested that a new three year plan would need to be written with input from the SLT and governors. The HT agreed that this would eventually be necessary but pointed out that it was not a priority for September.</p>	
7.	<p>STAFFING</p> <p>Update on Staff Wellbeing It was noted that an update on staff wellbeing had been given within the HT's report.</p> <p>Staff CPD and virtual courses The HT referred to the list of courses that staff had taken during lockdown. She advised that a number of these courses had been taken through the Open University and that a staff CPD library had been set up to share resources. A Governor remarked that the HT and her staff had been superb during lockdown and commented that the amount of CPD that had been undertaken was a credit to the School. He had been particularly pleased to note that a number of staff had studied Autism and remarked that he believed that this knowledge would be of particular value as autism was often missed by schools. The HT agreed that autism was one of the most challenging needs in schools. Another Governor commented that this was particularly the case with autism in girls, which was often difficult to identify.</p> <p>A Governor asked if there would be any opportunity for Governors to take any of these courses. The HT commented that some of the courses were expensive but that staff had been able to take advantage of limited free offers. However she suggested that it might be possible to put something together for governors as staff had found the courses very useful. She also pointed out that there was a variation in the number of courses that staff had been able to undertake, as some had been working full time in school. A Governor commented that it was important to recognise that staff who had not been in school had not stopped working. The HT agreed and pointed out that staff had also been active in delivering paper packs and packed lunches whilst in many cases managing their own children at home.</p> <p>Staffing for 2020/21</p>	

	<p>The HT confirmed that the School would be fully staffed in September and explained that she had recruited a Play Leader who would lead on the Opal scheme, together with a new Year 4 teacher.</p> <p>Recruitment Update The HT confirmed that there were no vacancies currently. In response to a question she advised that the School did not currently need to recruit any new TAs although she pointed out that this might be necessary next term based on any new EHCPs and High Needs Funding.</p>	
8.	<p>SAFEGUARDING</p> <p>Safeguarding Update The HT had no safeguarding issues to report. She advised that a new Keeping Children Safe in Education (KCSIE) would take effect in September and that the LA would be producing a revised model Child Protection Policy to reflect the KCSIE changes.</p> <p>Safeguarding Monitoring Report The Safeguarding Governor referred to the accompanying monitoring report and reported that he had reviewed the new Safeguarding Toolkit, but had not yet been able to inspect the Single Central Record, which would require a visit onto the School site,</p>	
9.	<p>RELATIONSHIPS AND SEX EDUCATION (RSE)</p> <p>RSE Arrangements from September 2020 The HT explained that school had originally been required to implement the new RSE statutory guidance from September 2020, but that this deadline had now been extended until the end of the 2020/21 school year. She was however confident that Sussex Road would be in a position to deliver the new RSE curriculum from September.</p> <p>Update on Consultation The HT advised that the School's PSHE Leader was drafting the new RSE Policy which would then be subject to consultation with a working party of parents and pupils, before being brought to Governors for approval in September.</p> <p>RSE Curriculum Offer The HT confirmed that RSE would be delivered as part of the PSHE curriculum.</p>	
10.	<p>FINANCE</p> <p>Budget Monitoring Governors reviewed the three month financial monitoring report and noted the LA's feedback on the submitted 2020/21 Budget and Three Year Plan. The SBM confirmed that the documents uploaded with the meeting papers also included a detailed breakdown of additional Covid-related expenditure, a note of the Finance governors' discussion with her on the monitoring report and an updated Finance Risk Register.</p> <p>The Chair commented that there was likely to be a significant amount of movement within the budget over the coming year, as it was not possible to predict where additional expenditure might be needed until all pupils returned to school in September. However she advised that teachers' salary costs would be lower than originally predicted from September and that £25,000 had therefore been moved across to the Supply Teaching</p>	

	<p>budget to provide capacity for additional catch-up teaching. She asked Governors to approve this virement, which was fully supported by the Finance Monitoring team. The Vice Chair endorsed the Chair's comments and added that the monitoring team had also identified a need for the monitoring of the use made of Sports Premium Funding by the Quality of Education governors, to explore whether it had been appropriately strategic and to assess its impact. <i>One of the QoE monitoring governors commented that this would have been the focus of the Summer term monitoring, but would now be picked up in the next academic year.</i></p> <p><u>The virement of £25,000 from the teaching staff budget (E01) to the supply teaching staff budget (E02) was approved.</u></p> <p>Governors noted that the predicted Revenue rollover was £1100,065, and that the Capital rollover would be £0.</p> <p>Quotes/tenders and contracts for approval The SBM confirmed that there were no quotes, tenders or contracts that required FGB approval.</p> <p>Other Financial Issues The SBM had no other financial issues to report.</p>	JW/VL
11.	<p>HEALTH AND SAFETY</p> <p>Premises Update re the responsibility to ensure a safe environment under Covid-19 Guidance The HT confirmed that health and safety issues had been dealt with as part of her report. The SBM advised that the new boilers provided sufficient capacity to bring piped hot water into the main school toilet block.</p> <p>Issues arising from the use of the School buildings The HT advised that no issues had arisen.</p> <p>Changes to the Risk Assessment in respect of Health and Safety This issue had been covered under Item 5.</p> <p>Report from Health and Safety Governor <i>Governors noted that, as discussed earlier in the meeting MW and LR would undertake a desktop Health & Safety monitoring exercise.</i> A Governor suggested that video footage could be used to enable Governors to review the arrangements that were in place to implement the DfE guidance. It was however noted that the last monitoring visit had included a physical inspection and that it was therefore appropriate for the next monitoring to be a desktop review to check health and safety compliance, with a further site visit taking place in the new academic year. In response to question the SBM confirmed that the documents in the Office 365 folder did not cover Covid-19 health and safety arrangements, which were covered within the Risk Assessments.</p>	MW/LR
12.	<p>GOVERNOR MONITORING</p> <p>SEND Governor's monitoring report The SEND monitoring governor commented that the number of pupils on the SEND register had increased to 76, which was significant proportion of the school roll. He advised that two of the nine pupils with EHCPs would be leaving at the end of the academic year, and that one pupil with an EHCP would be joining the School, but that at this point the School could not be certain how many pupils with SEND would be on roll.</p>	

	<p>The SEND monitoring governor reported that during lockdown SEND pupils had been following the same curriculum as the rest of the School, and that paper packs and resources had been sent home to them. He advised that TAs had produced additional resources for the pupils that they were supporting and had provided support through phone calls where needed and that AEN resources were available on the school website for parents to use. He also confirmed that the SENCO and her team had made the provision for SEND pupils a high priority during lockdown and would take the first two terms of the new academic year to assess gaps and to put catch-up arrangements in place.</p> <p>The SEND Governors also confirmed that they had been satisfied that sufficient resources had been allocated to provide the SENCO with support that she would need in her changing role during the HT's absence on maternity leave. One of the Governors commented that the SENCO had noted that, from experience with the children who had returned to school during Term 6, some had been less affected by the lockdown than would have been expected and others more so. The SENCO had also spoken about the plan to centre all teaching at the beginning of term around one book before moving on to the formal curriculum.</p> <p>Other Governor Monitoring No non-statutory governor monitoring had taken place since the last meeting.</p>	
13.	<p>POLICIES</p> <p>Addendum to Child Protection Policy The Chair noted that the GB had ratified the Addendum to the CP Policy that she had previously approved by Chair's Action at the last meeting, but questioned whether a further addendum required approval. The Safeguarding Governor confirmed he had discussed this as part of his monitoring visit and had been advised that the update had required a negligible change to refer to vulnerable and SEND children and not just to children in Years R, 1 and 6. <i>He confirmed that there would be a full CP Policy update at the beginning of the next academic year.</i></p> <p>Other Policies approved by Chair's Action The Chair confirmed that she had not approved any further policies by Chair's Action since the last meeting.</p> <p>Statutory Policies <i>The HT confirmed that the RSE Policy would be submitted for approval in September, together with a number of other statutory policies that were due for renewal.</i></p>	<p>CB</p> <p>CB</p>
14.	<p>GOVERNANCE</p> <p>Governor Training The Training and Development Governor reported that she had taken Training & Development Governor training through a Webinar, which had worked well and which had provided her with information about how she could extend her role. JW commented that all governor training for Terms 1 and 2 would be carried out through Webinars or through Zoom and confirmed that Boards could ask for bespoke training, delivered remotely. She remarked that online training had proved popular because it could reach more people in one session and because many governors found it easier to log into a remote session rather than travelling to a physical venue.</p> <p>A Governor asked whether Governors would be able to join the safeguarding training that</p>	

	<p>would be held at the staff inset day in September. The HT confirmed that the Inset day was likely to be held through a series of Teams meetings, rather than a physical session in school. A Governor commented that Inset days usually dealt with operational matters and would therefore not be appropriate for governors, although the Chair noted that it had been difficult arranging separate safeguarding training for Governors in the past, and felt that it would therefore be useful if Governors could join staff for the statutory safeguarding update. <i>It was agreed that the DHT would confirm arrangements for the safeguarding update training if this was felt to be appropriate for governors.</i></p> <p>TEP Monthly Fortnightly Update Governors noted the contents of the most recent update bulletin.</p> <p>Governance Model and Governing Board self-evaluation The Chair reported that she had discussed this issue with the Vice Chair, noting that it had been some time since the Board had carried out a self-evaluation review. She pointed out that the School's Improvement Advisor (IA) had suggested in her recent Note of Visit that the Board should review its membership to ensure that it was balanced and that the Area Governance Officer had subsequently contacted her to offer support from TEP in this review. <i>The Vice Chair advised that, with Governors' approval, he would carry out a light-touch review to ensure that the Board was operating in the most efficient way, making best use of Governors' existing skills and recruiting new governors to address any skills gaps.</i> He confirmed that he would begin this with 1:1 conversations with governors to find out what they felt worked well and what could be better and to bring the findings back to the FGB for discussion. He noted that the skills audit was up to date, but suggested that the 1:1 conversations would identify any individual training needs and provide an opportunity to make sure that governors' strengths were being used to the best advantage for the benefit of the School. <u>Governors agreed with this proposal.</u></p>	CB
		MW
15.	<p>CHAIR'S ACTION AND CORRESPONDENCE The Chair confirmed that she had not taken any actions beyond those already reported to the GB, and had not received any correspondence. The HT added that the Chair and Vice Chair had however been in regular contact with her during the lockdown period to review the risk assessments and strategic planning for the reopening of the school.</p>	
16.	<p>ANY OTHER URGENT BUSINESS</p> <p>Access to The Education People website Several Governors noted that they had received warning messages that the website's certificate was not valid when attempting to log on. JW suggested that this was likely to be a browser-specific issue and suggested that logging on from an alternative browser should solve the problem.</p> <p>Review of the School Website <i>The Chair noted that the IA's report had suggested that the School's website should be reviewed to ensure that it was compliant, and confirmed that she would carry out this piece of work over the Summer.</i></p> <p>There was no other urgent business.</p>	
17.	<p>CONFIDENTIALITY. It was agreed that the discussion leading up to the decision not to reappoint a Co-opted Governor should be reported within the Confidential Minutes</p>	

18.	DATE OF NEXT MEETING Governors reviewed the list of potential dates for 2020/21. <u>These dates were agreed with the exception of the meeting on 23 March 2021. The Clerk advised that she would circulate an alternative date for this meeting.</u> It was confirmed that the next meeting would be held on 15 September 2020 at 6.30pm, and would probably take place virtually.	LH
19.	IMPACT OF THE MEETING The Chair remarked that the information provided at the meeting gave Governors an insight into what was going on in school and what would be needed for the return to school in September. It was also noted that the Board had demonstrated a self-awareness that had not been in evidence previously, although this had required a difficult decision. The Chair pointed out that this was the last meeting in what had been a very different year and thanked all Governors for their contribution. She commented that the lockdown had made it difficult for Governors to maintain their involvement with the school in the usual way, and remarked tht she was looking forward to hopefully moving to a more normal way of working in September. In the meantime she thanked the HT and DHT for their efforts, which had been over and above anything that would have been expected, and passed on her best wishes to the HT as she started her maternity leave, on behalf of the GB. The HT thanked the Chair and Vice Chair for their support over the past few months, for their advice and for being a 'listening ear' through these very challenging circumstances, and also thanked the DHT for her support in what had been a very unusual first year at the school. The Vice Chair also thanked the Chair for the contribution that she had made during a very difficult and challenging time. The meeting closed at 8.50pm	

Signed.(Chair).....Date

ACTION LOG

Meeting Date	Agenda Item	Details	Deadline	Responsibility	Status
16.9.19 17.10.19 29.11.19 17.3.20	5 3 3 9	Governors to contact the Chair if they are aware of a potential governor with Safeguarding experience	End T2	All	On going
10.2.20	4	HTs' reports to meetings where the SP is not on the agenda to include a summary of progress against key milestones	Ongoing	SB	To be taken forward to 2020/21
10.2.20 17.3.20 15.7.20	7 3,7 3, 11	A Condition Report to be prepared and discussed with the Health & Safety Governor	17.3.20	ADA	To be taken forward by MW/LR
17.3.20 15.7.20	5 10	Future monitoring visits to review the use and impact of PE Funding	End T6	JW	To be taken forward
17.3.20 15.7.20	7 3, 11	A Health & Safety site visit to be arranged	End T6	AC/ADA	To be taken forward by MW/LR
17.3.20 11.5.20	9 3	A meeting to be arranged with a potential Co-opted Governor candidate	11.5.20	LH/MW/NF	Initial discussions to take place with potential governors with no formal action to be taken until September
17.3.20	9	PPG provision and spend to be discussed as part of L&M Monitoring	End T6	NF	To be taken forward
15.7.20	13	A new Child Protection Policy to be approved in September 2020	End T1	CB/ADA	
15.7.20	13	The RSE Policy to be submitted for approval at the September FGB meeting	End T1	CB/ADA	
15.7.20	14	Governors to participate in the safeguarding update training at the Term 1 Inset day	Start T1	CB	
15.7.20	14	A Governance review to be undertaken	End T1	MW	
15.7.20	16	Information on the school website to be reviewed for compliance	Start T1	NF	
15.7.20	18	An alternative date to be identified for the March 2021 FGB meeting	Start T1	LH	