



Company Number: 10561094  
Walkergate LGC/07.07.20

Newcastle East mixed multi Academy Trust

## Minutes of a meeting of the Local Governing Committee of Walkergate Community School

DATE: Tuesday 7 July 2020

TIME: 4.30pm

VENUE: Virtual meeting in Microsoft Teams

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**Present:** Steve Hogarth (Vice chair), Alison Young, Sarah Stock, Paul Richardson, Donna Harrison, Richard Carr, Lee Davie, Sam Murray, Chris Warburton -Brown

Required quorum: 3, or if greater one-third of local governors holding office on that date. Governors holding office on 07.07.20: 11. Governors present on 07.07.20: 9. The meeting was quorate.

### In Attendance:

Debi Bailey, NEAT Chief Executive Officer (CEO); Charles Turvill, NEAT Chief Operating and Financial Officer (COFO); Hannah Hales, Governance Support Manager (Clerk).

Observer – Oluyemi Osho (prospective governor)

### PART 1 (Classified non-confidential)

1	<b>Welcome</b> The Chair welcomed everyone to the meeting of the LGC including Oluyemi Osho attending the meeting as an observer prior to consideration of nomination as a local governor.
2.	<b>Apologies for absence</b> Apologies were accepted from Karen Heslop and Sarah Clennell.
3.	<b>Declaration of any conflict of interest in any agenda item</b> None.
4.	<b>Agree any items of urgent business not on the agenda</b> None.
5.	<b>Consider minutes from previous meeting held on 29 April 2020</b> The minutes were agreed as a true record. <b>Action:</b> Clerk to organise signing of minutes with the Chair of the meeting.



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6.	<b>Update action grid from previous meeting and discuss any other matters arising</b> New actions complete. Outstanding actions delayed by the coronavirus pandemic.
7.	<b>Membership of local governing committee</b> [OO left the meeting] Governors considered the nomination of Oluyemi Osho as a trust governor.  <b>RESOLVED:</b> to recommend to the trust board that Oluyemi Osho be appointed as a trust governor at Walkergate Community School.  [OO rejoined the meeting]
8.	<b>Report any decisions taken as Chair's action since the last meeting</b> The clerk reported chair's action on 11.06.20 to approve the addendum to the Attendance Policy (shared with governors by email on 19.06.20)



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<p>9.</p>	<p><b>Report from Headteacher</b>          The Headteacher provided a commentary on the reports provided to governors. School has been really busy – the Early Years site has reopened for the Nursery key worker bubble and for Reception children (around 30 attending each day). All children who are not able to attend school have been invited in small groups to a meeting with next years class teacher and given a work pack for the holidays and copy of the class text for September.          Only one staff member has not yet been back on site, and two new appointments have not yet been able to visit.          Staff have gathered intelligence on all children and grouped into 4 categories depending on level of concern. Those identified as giving the most cause for concern are being targeted for the summer offer.          Reconditioned i-pads are being distributed to families without a device. Around 50 PP children have received two free books from the Literacy Trust. IT provision for next year will replace i-pads with a set of class laptops to give more flexibility in IT provision.          A slimmed down version of the annual SHINE awards will take place – staff were keen for this to happen.          Work has begun on the risk assessment for school opening to all pupils in September - this will be shared with staff and completed before the end of term.          A governor asked about numbers of pupils without devices (especially in Y5&amp;6 – thinking about transition) – there is a group of parents who it is very difficult to communicate with so hard to be exact, school is still working through this process, some families have devices yet are not engaging with work set.          A governor asked if school has records of those children not engaging and also any who have experienced trauma or bereavement during this period: all known incidents are recorded and school is using a questionnaire completed on return to school to ask about experiences including bereavement.          A governor asked about the general feeling in the parent community around pupils returning in September: there is a definite mix of feelings. Parents have anxieties but children are also nervous of socialising after such a long period away – there is a need for reassurance and nurture. Word of mouth does make a big difference – hearing about the positive experiences of those who have returned. The curriculum in the first weeks will have time allocated to personal and social relationships, time to check in with children and offer bespoke support if needed. A bridging curriculum using a focus book to explore feelings and experiences around COVID is planned.          A governor about training for staff to support pupil mental health and wellbeing needs and manage behaviour challenges: the recovery curriculum has been based around a think piece on mental health and children being comfortable and settled before they are ready and able to learn – all staff groups have participated in the Recovery curriculum development and subsequent training sessions (teachers, support, lunchtime, office and behaviour support staff).          A governor asked if the visits to new class teachers had highlighted any particular issues for parents or pupils: none raised directly, clear to staff that anxiety will be an issue with pupils and the initial emphasis will need to be nurture work to get comfortable in school again and not curriculum content.</p>
<p>10.</p>	<p><b>School development plan and update on Recovery Curriculum</b>          School development plan priorities are being worked on. Recovery curriculum covered at item 9.</p>



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11	<p><b>Governor scrutiny reports</b> Governors noted that the Chair had been involved in reviewing and signing off the risk assessment for wider opening.</p>
12.	<p><b>Financial Reports</b></p> <p><b>a) 2019-20 Management accounts</b> The COFO gave a verbal summary of the report. There is no significant change from the last report in terms of overall position with a surplus year-to-date. This is expected to shift to a breakeven position (below budget) by the year end with exceptional expenses included for the building works agreed at the last meeting of the LGC.</p> <p><b>b) Budget 2020-21</b> There is little change from the initial draft – income for Early years has been reduced to reflect a cautious approach to numbers coming through. Pupil premium funding may well increase – FSM numbers increase due to change in individual family circumstances. A substantial increase in income next year is offset by additional staffing costs (extra Y6 teacher to help deliver best possible outcomes for a group who have missed 6 months of school and with high levels of SEN). Costs for support staff reflect the challenge of two sites for caretaker cover and cleaning. Overall a small surplus has been set but is a tight budget. Supply costs are an area of risk as operating circumstances could have a big impact here. The medium term shows trend into deficit – there will need to be ongoing review.</p>
13.	<p><b>Relationships and Sex Education Policy</b> The headteacher reported on the process so far – PSHE leads across the trust have worked on a broad model policy to be adapted by each school. The need to consult with parents will have to be carefully planned to do this safely during Autumn term. PSHE lead has planned training for all staff to be delivered at appropriate point.</p>
14.	<p><b>PE and Sports Premium Report</b> Governors reviewed the report. There has been no activity since March and some activities have not been completed, for instance Y6 swimming catch up would have taken place during the summer term. Funding is available next year but school will need to be creative in how it uses this.</p>
15.	<p><b>Review of school level risks</b> Governors reviewed the updated risk register – red items are new this term. Attendance levels are a key risk in September.</p>
16.	<p><b>Any urgent business</b> The Vice chair noted that this is the last full LGC meeting for several governors whose term of office is ending in early October. Thanks were recorded for their contributions over years of involvement with the school and best wishes for any future challenges they take on.</p>



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17.	<p><b>Date of next meeting</b> Proposed dates to be confirmed: Scrutiny and evaluation event: Wednesday 23<sup>rd</sup> September 2020, 4.30pm Full LGC meeting: Tuesday 6 October 2020, 4.30pm</p> <p>A full set of dates for the year will be shared in the next few weeks.</p>
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*Meeting concluded at 17.20hrs*

Signed..... *K E Herlap* ..... Date..... *9th October 2020* .....