



## **FGB Meeting 21 January 2021 Minutes - PART ONE - Zoom**

### **Present:**

Elaine Joyce (EJ)	Victoria Abbott (VA)
Adam Boshoff (ACB)	Laura Edmends (LE)
Nicola Riley (NR)	Emma Taylor (ET)
Carol Edmans (CE)	Lauren Alexiuk (LA)
James Bingham (JB)	Andrew Turner (AJT)
Aaron Twaits (AaT)	

### **In attendance:**

Pam Langridge (Clerk)  
Amy Betterton (SLT)  
Carolynne Ballard (Bursar)

### **Welcome / Apologies / Declarations**

Apologies – none.

EJ declared relationship to staff member.

Governors thanked EJ for her commitment to the Moss Lane Family over the years in her role as governor and Chair.

### **Chairs Update**

Governors congratulated the school for reacting quickly to the latest developments. The meeting of the SLT and Governors before lockdown provided a good platform for preparation and parental feedback has been positive.

Governors suggested a reduction in number and length of school meetings for staff this term. It was agreed staff meeting would be shorter. Friday Breakfast Briefing will be optional. HT appraisal will go ahead as a reflective review. [ACB to issue zoom invite to panel.](#)

Governors agreed the school should identify new key priorities in light of the current landscape. These should be agreed and circulated so Governors can support and monitor.

VA suggested these would be

- Well-being of staff and pupils
- Engagement in learning
- How we bring children back / recovery curriculum

[VA to confirm and communicate to governors.](#)

### **Resources**

Governors were advised planned refurbishment of YR toilets will proceed in half term and rolling program of redecoration works are continuing.

Governors approved spend of replacement carpet, recognising elevated cost due to need to screed floor.



Governors were advised school had agreed with the catering provision, Innovate, that they would only charge for each meal delivered (53).

Governors agreed Innovate should provide staff with a hot meal (24). This is to allow staff to stay on site and to support the team. Well received gesture.

FSM pupils remote learning will be included in the voucher scheme.

Governors agreed to the purchase of a Fogger. [Governors would like to ensure correct training and PPE is provided to the caretaker.](#) Governors recognised the replacement liquid would be an ongoing cost but agreed that it would provide staff and parents with more confidence.

[SFVS will be prepared for February FGB.](#)

Governors were advised there had been no objections to the proposed changes to the school admissions policy, ratified.

Governors were advised that the prioritisation of multiple births needed to be amended. Governors agreed in principle that siblings would receive priority. [LE to reflect decision in the policy.](#)

Governors ratified the Pay Policy. Governors were advised this would need to be amended next year to bring in line with 6 point salary scale.

Governors thanked CB for her time.

## **Head Teacher Report & Update on Provision of Education**

Governors were advised that despite no face to face school tours the prediction is for a full cohort next year: 214 applicants

49 first place

78 second place

56 third place

31 fourth place

Governors were advised there is a much larger uptake of key children / vulnerable children in school this time around. DfE expectation is much clearer, with a minimum of 3 hours provision in infant schools.

In response to feedback from parents weekly work is now being posted on-line at the weekend and home learning books have been purchased and issued. Zoom lessons now offer daily contact with pupils. 9 Chromebooks have been issued to families in need.

VA thanks NR for her help with the Risk Assessments.

Governors were advised LE has taken on role of co-ordinator for rapid testing. It is expected staff that opt in will be tested twice a week. [LE to complete risk assessment.](#)



Governors asked how teachers will provide parents evening in February and were advised that due to limitations on space, time and tech, these will be done over the phone during the school day. Governors agreed it would be beneficial to ask parents for feedback in advance of the call.

AJT asked if email traffic was a problem for staff and was advised that it is challenging to keep on top of the volume as generally done out of hours. Teachers are helping to manage parent expectation to help reduce quantity of emails and focusing more on the afternoon zoom session for feedback.

Governors discussed pros and cons of using a platform to help collate work and it was agreed that this wouldn't be beneficial to infant school aged pupils, but school will continue to review.

EJ asked if there could be some detail as to which departments / staff members undertook CPD for governor within the HT report going forward.

### **Governor Lead Update**

GLP Update: governors were reminded there will be a vacancy on the steering group board should anyone wish to step forward. It was recognised that for the cost savings to be achieved a procurement manager may need to be brought in to help co-ordinate initiatives through-out the GLP member schools. ACB suggested resource lead governors may be able to assist. [VA to circulate document listing cost saving achieved so far.](#)

Staff Well-being: VA, LE and JF attended recent meeting. [Statement of intent drafted, to be shared with governors.](#) Next step is to collate feedback from staff and governors as a base line to build action plan.

Training: governors were encouraged to book on to relevant training and submit reports. ACB confirmed booked onto complaints training on 23 Feb 4pm. Additional governors welcome to attend via Teams.

### **Admin Actions**

Governors agreed minutes.

### **Policies**

Governors ratified both Pay and Capabilities Policies.

### **Confidential Items**

None

### **Future Meetings: 24 February & 26 May**