

APPROVED

GRANTA SCHOOL GOVERNING BODY MEETING

THURSDAY 9th July 2020 5.00pm

Remote Meeting

Minutes



Governors: Caroline Ilott (CI) (Chair), Jeff Andrews (JA), Lucinda Billington (LB), Sarah Crouch (SC) (Acting HT), Paul Ilott (PI), Elaine Markham (EM), David Jones (DJ), Ian Wilson (IW), Paula Nixon (PN), Tony Orgee (TO) *left the meeting at 6 pm.*

Associate Governor: Linda Alefounder (LAF).

Ann Abineri: Clerk

The meeting was quorate.

1. Welcome and Apologies for absence were received and accepted from: Alison Walker.

Not present: Tanya Seaton, Chris Seaton, Vanessa Yeoman.

2. Declarations of pecuniary interests: DJ and PN are Trustees of the Cambridge Joint Playscheme (item 13).

3. Governing Body

Vacancies and Elections.

We currently have one Parent vacancy

Agreed that an election will be organised in September 2020.

Meeting timetable for next academic year from Sept 2020

Clerk has circulated.

Date for F & GP discussed as committee requested on 6th July 2020 that it is held early in the term. In response to a Governor question, LAF confirmed August BMR will be available.

FGB date discussed and Thursday 8th October will be first FGB of the year. Depending on guideline we will either meet in person again at school or do online Zoom or a mixture of both. : **Action: Clerk to update and circulate list.**

4. Minutes of Full Governing Body meeting Thursday 14th May 2020 including matters arising not included on this agenda.

Amendment: AW name to be added. DJ initials to be corrected.

Otherwise agreed as a true record.

Matters arising:

Item 6: CI has written and sent letter.

Other actions completed.

5. Committees

Curriculum meeting 16th June –cancelled

LB updated the Committee with documents relating to the curriculum.

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HR meeting 16th June (minutes circulated)

PI summarised the key points. Primary vacancy interviews have taken place. Successful appointments for 3 posts. In response to **a Governor question**, SC confirmed that these posts are all replacements. Further interviews to take place for approx 12 TA vacancies also recruit to replace.

H&S meeting 17th June (minutes circulated)

JA summarised the key points. JA noted that further information on swimming pool opening has become available today.

Update on holiday clubs: SC confirmed that Cambridge Joint Playscheme have booked the last week July and first week of August. School Risk Assessment has been shared and plans for allocation of rooms agreed. Consistency of cleaning methods agreed. **A Governor** reminded LAF that cleaning materials can be claimed as exceptional costs due to Covid.

F&GP meeting 6th July (minutes circulated.)

TO summarised the key points, noting that the readiness of the Hive for pupils is a major concern, as the LA do not seem willing to cover the predicted costs. TO pointed out this is a building that was already in educational use saving the LA the costs of building.

Covid related expenses are predicted to have a negative impact of finances, as do top up fees for Sixth Form, removal of the Yr 7 transition funding and Spot Purchase of places funding. **TO asked** the FGB to consider contacting the LA on these 3 matters. CI, as Chair of Governors, responded that taking on five pupils above the Published Admissions Number (PAN) could lead to a loss of £50,000. The LA will no longer base fund the first 5 pupils over PAN –school has to fund the £10K a head but top ups will still be available. This and the Yr 7 fund has been removed by the LA AFTER the budgets were set and agreed without any consultation of the school. **A Governor asked** SC if extra pupils can be refused and SC said that she has been delaying positive responses on the basis that the LA has confirmed admissions up to Published admissions Number (PAN) so she cannot accept pupils above PAN. **A Governor pointed out** that the school can only take pupils if it is safe to do so. **A Governor commented** on the LA's legal responsibility to offer suitable places for pupils. **A Governor asked** about pupils from Essex and Suffolk and LAF explained the funding position regarding out of county places. **A Governor asked** about the location of enquiries and LAF confirmed that they are from Cambridgeshire and adjacent counties. A Governor asked if out of county pupils are considered as within PAN rather than extra as this seems unfair and asked SC and LAF to look into this and liaise with other Special Schools. **Action: SC** **A Governor pointed out** that costs at the Hive need to be carefully scrutinised in light of this shortfall. *Discussion continued in item 9.*

CI asked SC, as Acting HT write to the LA on behalf of the FGB on these four matters.

Action:SC Draft letter to all Governors for responses.

SC added that the group of LA Heads are also making representation to the LA.

A Governor pointed out that reduction in lettings is also likely to have a major impact on income.

6. Governor training and briefing sessions

Action: Clerk to update all Governors with links to LA training.

The school has access to the NGA.

Action CI and SC check whether Governors can have access to the Key

7. Acting Head's Report including recruitment, summer holiday plans and September plans

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SC gave an update:

The school is supporting 55 families in school and also supporting home learning for pupils not coming in.

Teachers currently working on communications with families regarding transitions.

Team Teacch training

A visit from two school nurses to deliver training on weight.

Input from Speech and Language therapist has been good.

SC confirmed that the 'Magic Carpet' (interactive visual and sound equipment) has arrived. This can respond to pupil's needs and interests including virtual cooperative activities and response to the smallest movements. It can also be programmed by older pupils as part of ICT. This has been funded by grants and FOGS.

SC will continue to monitor family well-being over summer.

LB updating curriculum for the recovery phase.

Logistics of bubbles and room allocation underway.

Reports and parental responses have been positive.

SC reported very positively on the commitment and enthusiasm of staff. CI thanked SC and all the staff on behalf of the GB.

A Governor asked how many staff are shielding and SC outlined the range of staff situations. All staff who wanted to come back have been accommodated in a suitable way. LB carries out an induction talk with each person on their return.

8. Safeguarding issues and audit report:

No requirement for submitting this to the LA. SC reported to the GB that the usual safeguarding measures continue.

9. Granta Hive update

CI confirmed that Matthew Seymour, Facilities Manager's weekly update is being circulated to Governors for information. LAF confirmed that quotes are being gathered and costs estimates with priorities will be received. CI reiterated on item 5 that this is a major concern and IW pointed out that this needs to be project managed ideally by a quantity surveyor. He offered to donate the services of a professional for this.

Jewsons, Royston has also offered kitchen planning services.

A Governor asked if it would be beneficial to show the LA how much has been sourced by donation and Governors agreed this. **A Governor commented** that the building was not currently fit for purpose.

SC confirmed that families have not been made aware of the Hive at present.

10. Friends of Granta School (FOGS):

No report but LB is aware that upgrading of library is being discussed.

11. School Council: no report.

12. Granta Awayday: will not be held this year; possibility of a socially distanced bring and share lunch

13. Any Other Urgent Business

DJ pointed out that Cambridge Joint Playscheme benefits Granta pupils as well and historically the price has reflected the relationship between Granta and CJP.

LAF confirmed that a preferential rate of £117 per day has been offered. DJ stated this is satisfactory. He confirmed that CJP would be following Guidance re Covid in line with school. CI pointed out that an annual review is required and DJ agreed that this is reasonable as long as costs are increased in advance so grant bidding and funding bidding can take this into account. It was agreed to review at the end of the financial year.

DJ and PN thanked Granta for hosting CJP.

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14. Date of Next Meeting: 6.00pm on Thursday 8th Oct 2020

CI closed the meeting by thanking the members of the GB for their commitment this year.

Meeting closed 6.30 pm.