



Company Number: 10561094
Central Walker LGC/09.07.20

Newcastle East mixed multi Academy Trust

Minutes of a meeting of the Local Governing Committee of Central Walker CE Primary School

DATE: Thursday 9 July 2020

TIME: 4.30pm

VENUE: Virtual meeting in Microsoft Teams

Present:

Claire Leith (Chair), Sandra Larmour (Vice chair), Dawn Day (Head), Stuart Walker, Father Phil Medley, Rev Dr Rae Caro, Jane Caffery, Maria Irving, Kelly Sherriffs
Required quorum: 3, or if greater one-third of local governors holding office on that date. Governors holding office on 04.06.20: 13. Governors present on 04.06.20: 9. The meeting was quorate.

In Attendance:

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

PART 1 (Classified non-confidential)

1	Welcome The Chair welcomed everyone and offered an opening prayer.
2.	Apologies for absence Apologies were accepted from Lucy Balmer and Danielle Wetherall. No apologies were received from Kim Sandy and Trevor Lennox.
3.	Declaration of any conflict of interest in any agenda item None.
4.	Agree any items of urgent business not on the agenda None.
5.	Consider minutes from previous meeting held on 23 April 2020 The minutes were agreed as a true record. Action: Chair to post signed copy of minutes to the Clerk.
6.	Update action grid from previous meeting and discuss any other matters arising All new actions were completed.



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	<p>Matters arising from minutes: SW provided an update on recruitment to the temporary DHT position (one-term appointment): two candidates have been invited to job-share the position. Both are strong candidates for the one term position and will be able to move the school forward in the Autumn term. A governor asked if a job-share arrangement will meet the school's needs: they have skills across both key stages, are good team leaders and well organised, already DSL trained. As both are internal candidates there will now need to be recruitment to backfill their teaching positions for one term.</p>
7.	<p>Membership of local governing committee The committee considered the nomination of five governors for a further term of office. Individual governors left the meeting during consideration of their application. RESOLVED: to recommend to the trust board that Claire Leith, Sandra Larmour, Lucy Balmer, Maria Irving and Rev Rae Caro be reappointed for a further term of office as trust governors.</p> <p>Trevor Lennox has decided to step down at the end of his term of office. The Chair recorded thanks to Trevor for his contribution to the school. Governors considered a new nominee for the trust governor (PCC nominee from Christ Church) position supported by Rev Phil Medley. RESOLVED: to recommend to the trust board that Revd Andrew Elder be appointed as a trust governor at Central Walker CofE Primary School.</p> <p>The clerk confirmed that all individuals have been approved by the Diocesan Education Board.</p>
8.	<p>Report of any decisions taken as Chair's action since the last meeting The chair reported the following decisions:</p> <ul style="list-style-type: none"> i) 11.06.20 – approval of addenda to Safeguarding and Attendance policies to reflect changes under COVID-19 pandemic ii) 02.07.20 – approval of addendum to the Behaviour policy to reflect changes under COVID-19 pandemic. <p>All policy updates have been shared with governors by email.</p>
9.	<p>Headteacher report</p> <ul style="list-style-type: none"> a) Pupil attendance data Improvements in attendance towards to target had been made before lockdown – this is not how school expected to end the year. The number of pupils attending has steadily increased since wider opening. Next week will see opportunities for all pupils to attend for short transition meetings. b) Staff availability Focus has been on how to support staff who had been classified as vulnerable to return to work. The process of phone calls, visits and reassurance has worked well – all staff are pleased with what is in place. A Whatsapp group for vulnerable staff was a good source of mutual support. 3 weeks of wellbeing sessions delivered via Zoom were well received. c) Strategy for pupil reintegration and engagement with school [Jennie Gleadow (SENCO) joined the meeting] Governors reviewed the report and JG provided an explanation of the



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	<p>process. Vulnerable learners are tracked against the NEAT windscreen. School has worked with Educational Psychologist provision to support the transition back to school. Some learners have returned and school wants to build on successes in September. Attendance of the most vulnerable pupils has increased (upto 56% from 24%) and vulnerable pupils are reviewed weekly. Support from trust's Vulnerable Learners Lead has been really useful. A governor asked if any pupils rated red or amber have moved to green: some fluctuate depending on the support available to the family each week, school works with other professionals to get them back on track.</p> <p>A governor asked what is available to support these pupils over the summer: Kids Kabin and the Bostey have activities, summer school during week 5, Building Futures East is sending out activity packs.</p> <p>A governor noted the huge amount of work involved in tracking vulnerable pupils and asked how this information is shared with staff: the trackers are held on the teachers drive and JG/AS update and liaise with other staff.</p>
10.	<p>School development plan and recovery curriculum</p> <p>A whole school training day on 8 July covered the risk assessment for September and initial planning for the recovery curriculum. The approach is based on a thinkpiece by Barry Carpenter which promotes addressing pupils anxiety and mental health issues and re-establishing relationships to build pupils' readiness to learn. The first two weeks will be a nurture based curriculum (will include maths and literacy skills), nothing longer than 30 minutes, a book stimulus to promote discussion of anxieties has been chosen. There will also be a focus on retaining and building on good links with parents and the community and acknowledging their efforts. Physical health will be emphasised. All staff are on board with this approach and have gone straight to practical actions to make it work.</p> <p>ACTION: DD to share thinkpiece and presentation used in staff training with all governors.</p> <p>The Chair noted the hard work and emotional load on school staff and that the example set by leaders has led others to follow: thanks were recorded to all staff for their contributions.</p>
11.	<p>Governor scrutiny reports</p> <p>A scrutiny session on 30 June took place via Teams. The report is included in the papers. A governor noted that once again it had shown how much hard work school had put in to keep in touch with all.</p> <p>The CEO asked how the scrutiny experience had been different (virtual meeting rather than physical): it was a small discussion group rather than trying to see 'on the ground' what was happening. It was fine but nothing can replace being in the same room.</p> <p>The LGC is committed to reviewing work life balance for the job share headteachers each year. The Chair has asked PM to follow up on this action.</p>
12.	<p>Financial Reports</p> <p>The COFO provided a commentary on the reports.</p> <p>a) 2019-20 P9 Management accounts</p> <p>Overall situation is positive, currently a small surplus versus budget. There will be spend over the summer on IT investment (improvements to wi-fi, i-pads and new</p>



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	<p>C-touch screens). Forecast at year end is for a small deficit. A claim will be submitted to recover exceptional costs.</p> <p>b) Draft budget 2020-21 Outlook for next year is positive – increased GAG funding and PP funding linked to increased numbers. It is likely that PP eligibility will increase due to the financial impact of the coronavirus pandemic. Teaching costs budgeted to increase due to inclusion of DHT position and welfare lead from September. Additional contingency has been built into supply budget – this is an area of risk due to coronavirus. Increased premises costs are linked to the Nursery build. The planning application requires a detailed travel plan which is currently underway. Contingency and funds to cover the external area of the new build is also included. The forecast of small surplus is likely to come down – there is some adjustment to make now that DHT appointments have been made. The two year forecast dose not anticipate any significant pressures. A governor questioned the relatively small increase in the teaching budget: the relative grades of leavers and recruits have affected this.</p>
13.	<p>Relationships and Sex Education Policy Work on this had been agreed for the spring and summer term but was postponed. FK and PSHE lead have been adapting the NEAT model policy with advice from the Diocese around faith elements. It is planned to consult in the Autumn term. ACTION: presentation to governors to be planned as a scrutiny event in the autumn term.</p>
14.	<p>PE and Sport Funding Report Governors reviewed the report. Spend was planned ta the start of the year – items highlighted in red could not take place due to lockdown. Funding has been confirmed for next year. DD outlined plans to have an external provider linked to each phase (UKS2 – NUFC, LKS2 – cricket, KS1 and possibly EY - Active Kids). There will be a strong focus on the daily mile and getting out whatever the weather. School has observed that pupils returning to school are less active than previously and this has an impact on their physical wellbeing. Physical health will be a big focus of the first half term and the continued funding is welcome.</p>
15.	<p>Review of school level risks Governors reviewed the updated register. The major addition are risks related to the pandemic – thses are addressed in the detailed risk assessment. There are risks to attainment under the current circumstances – school doesn't have detailed picture of where the children are with learning at the moment.</p>
16.	<p>Urgent business None.</p>
17.	<p>Date of next meeting The clerk updated governors with the proposed schedule of meetings for 2020-21. ACTION: clerk to circulate proposed dates to all governors.</p> <p>Scrutiny and evaluation event: Thursday 24 September 2020, 4.30pm Full LGC meeting: Thursday 8 October 2020, 4.30pm</p>



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18.	Closing Prayer Father Phil Medley offered a closing prayer.
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Meeting concluded at 17.45hrs

Minutes agreed at a meeting on 8 October 2020 (signed copy to be published when available)

Signed..... Date.....