

Wendron C of E Primary School
Local Governing Body meeting
Monday 5th October 2020 from 7.00pm

Due to Covid 19, this meeting was held using Google Meet

1.	<u>ATTENDING :</u> In Attendance Canon D Miller (Chair), Mr P Hunkin (Head), Mr C Biddick (Vice-Chair), Mrs K Taberer, Rev C Schmaus and Mrs G Spratt (Prospective Governors) Mrs S Bennetts (Clerk)	
	<u>APOLOGIES :</u> Apologies were received from Mrs A Veneear.	
		ACTION
3.	<u>WELCOME AND DECLARATIONS OF PECUNIARY INTERESTS</u>	
	Canon Miller welcomed the governors and the two prospective governors to the meeting. Governors were asked to complete the previously circulated Declaration of Pecuniary Interests forms and return to the school as soon as possible. ACTION: Governors to complete and return the Declaration of Pecuniary Interests forms. There were no Pecuniary Interests to declare on any of the agenda items. It was unanimously agreed that DMi take the role of Chair of Governors and CBI the role of Vice Chair of Governors.	All Govs
4.	<u>MINUTES FROM THE PREVIOUS MEETING AND MATTERS ARISING</u>	
	The minutes of the meeting of 8 th July 2020 were agreed as a true record and will be signed by DMi as soon as possible.	
5.	<u>FEEDBACK FROM THE TRUST BOARD</u>	
	There were no matters raised with the trust board at the last meeting.	
6.	<u>FEEDBACK FROM THE FORUM – suspended during closure period</u>	
	Forums have been suspended for the time being.	
7.	<u>NOTIFICATION OF ANY NEWLY APPOINTED GOVERNORS / RESIGNATIONS</u>	
	There are three prospective governors. Following trust approval, Mrs G Spratt will take the role of parent governor, Rev R Arana will become a community governor and Rev C Schmauf a foundation governor.	

8.	<u>HEADTEACHER'S REPORT including the support being given to parents and carers to help them educate children at home.</u>	
	<p>The Headteacher's report had been circulated prior to the meeting.</p> <p><u>Q: Are staffing levels currently affected?</u></p> <p>A: No, not at all</p> <p>The governors thanked PHu for his excellent report.</p> <p>PHu informed the governors that there is the requirement to complete a daily submission to the DfE, informing them of numbers attending, whether any staff are unable to be in school etc. Currently all staff are in school.</p> <p>The number of pupils returning to school has been high. Parents are very good at following government guidelines by keeping children off school if necessary.</p> <p>PHu updated the governors on the current situation regarding Ofsted. They are not carrying out inspections, but are making visits to check on a range of areas such as remote learning, behaviour etc.</p>	
9.	<u>SAFEGUARDING GOVERNOR'S REPORT [STRUCTURED QUESTIONS] [TERMLY]</u>	
	<p>In the absence of the nominated Safeguarding Governor, the Chair of Governors has been in constant contact with PHu regarding any Safeguarding matters, including the completion and submission of the S175.</p>	
10	<u>HEALTH AND SAFETY UPDATE including any issues arising from how the building is currently being used and remote working of staff.</u>	
	<p>CBi has been checking the risk assessment which is being reviewed on a weekly basis.</p> <p>The return to school has gone smoothly with the class bubbles and separate play areas working well. There have been a few minor changes but there has been a positive start to the year.</p>	
11	<u>SELECTED TOPICS FROM STRUCTURED QUESTIONS</u>	
	<p>Selected topics will be discussed at the next meeting.</p>	
12	<u>FEEDBACK ON GOVERNOR MONITORING VISITS – suspended during closure period</u>	
	<p>Governor visits are currently suspended.</p>	
13	<u>Monitoring the well-being and welfare of pupils, staff and stakeholders</u>	
	<p><u>Q: How is staff well-being monitored?</u></p> <p>A: The trust has carried out a staff survey with a range of questions including whether staff felt supported. Responses have been generally positive.</p> <p>Governors discussed that monitoring visits give the opportunity to discuss staff well-being and as these are not taking place at the moment, this opportunity is no longer there. KTa informed the governors that she looks out for any less than positive trends. She is not aware of any over-anxiety amongst the staff at the moment.</p>	
14	<u>Monitoring how the school is continuing to provide care for children who are vulnerable, children with EHCP plans, children of key workers and associated risks of these</u>	
	<p>This continues as normal. Staff continue to watch, listen and voice concerns. Parents are asked to contact the relevant teacher or PHu if they are anxious about anything.</p>	

15	<u>Recovery Planning Report (although this might form part of Head's Report if not a separate item)</u>	
	This has been covered in the head's report.	
16	<u>Focus Items and Updates</u>	
	Copies of the KCSIE have been circulated to governors. They are reminded that they need to sign and return the declaration that they have read and understood the document. ACTION: Governors to sign and return the declaration form.	GOVS
17	<u>Impact and Effectiveness of Local Governing Body Since Last Meeting.</u>	
	CBi has been supporting the school by checking the risk assessments on a regular basis. DMi has had regular meetings and conversations with PHu.	
18	<u>Urgent Matters for Discussion</u>	
	The following responsibilities were agreed: DMi – Safeguarding, LAC, Whistleblowing CBi – Health and Safety, Maths CSc – Collective Worship and RE (when appointed) DMi and CSc to arrange meetings possibly via Google Meet as soon as possible. If possible CBi to arrange a Health and Safety visit out of school hours PHu reminded governors that they should be logging into the Google platform to access governor documentation. The trust is monitoring usage.	DMi/ CSc CBi
19	<u>Matters to be Raised with the Trust Board</u>	
	There were no matters to be raised with the trust board	
20	<u>Dates of Future Meetings</u>	
	The next LGB will be held on 23 rd November at 7.00pm	

Chair's Signature _____ Date _____