



**Meeting of the Full Governing Body
Tuesday 8th December 2020 at 6pm
via Google Meet
Minutes**

Governors present:

Liz Woodham (LW) (Co-Chair); Catherine Jones (CJ) (Co-Chair); Ori Dalton (OD) (Executive Headteacher); Ollie Monro (OM); Ian Jones (IJ); Emily Black (EB); Lauren Laing (LL); Anne L'Hernault (ALH); Saussan Khalil (SK); Mandy Maxwell (MM)

Also Present: Sarah Buckerfield (Head of School) (SB); Shameem Khan (Head of School) (SKh); Jen Hefti (JH) (Clerk); Tom Baglin (TB) (observing)

The meeting was quorate. Liz Woodham chaired the meeting.

1. Welcome and apologies for absence

Apologies for absence were received and accepted from Mark Johnston (MJ).

Governors were introduced to Tom Baglin, a potential governor, observing this meeting.

2. Declarations of interest relating to items on the agenda

None declared.

3. Review and acceptance of the minutes of the meeting held on 22nd September 2020

The minutes of the previous meeting were accepted as a true record and will be signed by the Chair once face to face meetings recommence.

Initial: _____

Date: _____

4. Matters arising and update on actions from the minutes of the meeting held on 22nd September 2020

No actions. No matters arising.

5. Headteacher's report

Governors were advised that the Head of School had written the reports which were circulated in advance of the meeting. The following points were noted:

- Data reviewed in pupil progress meetings. If children are only 2 points below Age Related Expectations (ARE) then they have the potential to make accelerated progress to catch up on what was missed last year.
- Individual children's progress is being assessed and plans put in place to accelerate progress where necessary.
- A governor noted that it would be useful to see the ARE target for each year group.
- Children will be assessed again at the end of this half term.
- **A governor queried the range of attainment levels in reading.** Governors were advised that specific and realistic targets are applied to individual children and/or cohorts. Termly reviews for individual children take place to assess whether an intervention has proved effective; interventions are changed if no progress is seen.
- **A governor queried whether there should be a long term target.** Governors were advised that this was the case but targets also relate to the baseline level at which a child comes into school.
- Year 2 and 6 data is comparable to national requirements.
- Some children may not achieve ARE but still make very good progress.
- The Good Level of Development (GLD) and phonics scores at Trumpington Meadows (TMe) were high and showed good progress. The phonics results are the outcome of excellent teaching and targeted support.
- There is evidence of a disparity between groups of children at TMe in terms of what home learning they completed over lockdown and this is shown in the data.
- It was noted that there was little data to compare against nationally.
- Statutory assessments and moderation were proving to be useful tools.
- A governor noted that the level of professional practice throughout the schools was impressive. It was noted that the context at TMe is different to other schools.

SEMH

Governors were advised that the bubble environment is proving intense for children and staff. There is little or no transition time, assemblies, whole school activities etc. Staff are thinking about how to create communities beyond the bubble.

A governor queried what the trigger would be to move away from the bubble model. Governors were advised that this would be when the DfE changes their advice.

Governors were advised that there will be no SATs this year and children will be teacher assessed. It was suggested that the governing body could collaborate with a fellow GB to compare data as this will not be available nationally.

A governor queried whether they could be confident that teacher assessment would reflect the required standards. Governors were advised that OD is a qualified moderator and that staff are experienced in this process.

6.55pm - MM left the meeting.

Initial: _____

Date: _____

It was agreed that Heads of School would continue to write the Head's report, with an overview from the Executive Head. Governors will review this at the end of the academic year.

6. Report from Teaching and Learning Committee

The minutes of the meetings were received and noted.

Visit report - governors to contact ALH with any queries.

Attendance was discussed - it was noted that unauthorised absences had decreased compared to last year.

7. Report from Resources Committee

The minutes of the meetings were received and noted.

The following points were noted:

- The pandemic continues to have an impact on finances.
- £120K deficit currently, although there is a healthy carry forward.
- Some income generated through OD's Primary Adviser role.
- The funding increase will be offset by a reduction in pupil numbers.
- Work ongoing on premises.
- A considerable amount of pressure on staff. Staffing would need to reduce by 40% (i.e. absences) before DfE contingency funding can be claimed.
- Schools are covering a number of hidden costs associated with the pandemic.
- The Federation is keen to continue the school improvement journey however this is restricted by budget.

Governors discussed IDACI funding levels.

8. Safeguarding

SKh to meet the HR officer next week to discuss the Single Central Record. CJ to support SKh in the safeguarding governor role.

ACTION: FGB0812-01 - SKh and CJ to liaise

9. Wellbeing

Guidance from Governor Services had been circulated in advance of the meeting. It was noted that the GB are to be proactive in promoting wellbeing amongst all staff members.

Governors were advised that staff are taking the 4.1.21 INSET day as a wellbeing day.

Governors agreed that it was difficult to measure wellbeing and discussed how they could have input and support staff effectively.

Governors were advised that there was an open culture at the Federation and staff support each other. Chairs of Governors regularly catch up with SLT so can receive updates.

Governors discussed whether aspects such as PPA could be more flexible; could staff do PPA at home. It

Initial: _____

Date: _____

was noted that this needs to be equitable - TAs and office staff for example may not be able to work from home.

It was noted that governor monitoring was being carried out in a very supportive way.

FGB0812-02 - ACTION: SEMH team to consider how to support wellbeing and report to the GB

If a budget allowance is required, the GB can consider this.

A thank you card for staff will be sent from the GB.

10. Self Evaluation

Governors were asked to review the document and make any comments. They were asked to look at:

- Review of chair's performance
- 3 - 5 year vision
- GB contribution to school improvement

The SEFs can be circulated to assist with this.

The recent peer review reports will be circulated.

11. SEND

FGB0812-03 - ACTION: LW to book in a SEND visit

12. AOB

Thank you to staff - covered earlier

Catch up funding reports - SLT are completing these and they will be published on the website.

With no further business the meeting closed at 8.05pm.

Action ref	Item	Action	Owner	Status
FGB0812-01	Safeguarding governor role	SKh and CJ to liaise	SKh/CJ	Open
FGB0812-02	Wellbeing	SEMH team to consider how to support wellbeing and report to the GB	SLT	Open
FGB0812-03	SEND	LW to book in a SEND visit	LW	Open

Initial: _____

Date: _____

Signed: _____

Print name: _____

Position: _____

Date: _____

Initial: _____

Date: _____