



Learning together with Respect, Friendship and Perseverance

**Bampton C.E. Primary School
Minutes of the Local Governing Body Meeting
Tuesday 23rd March 2021 7pm
held virtually using Microsoft Teams**

Summary of Action Points:		Action:
-	HR to advise on Safeguarding training status and plan	HR HR/CP Gov.Body
-	Updated Scheme of Delegation to be put on school website	
-	Governors to read Scheme of Delegation	

Item	Meeting Minutes	Action:
	A few technical difficulties at the start of the meeting delayed proceedings. A few members of the governing body were experiencing difficulties joining the meeting, HR attempted to re-send invitations.	
1	Opening Prayer: An opening prayer was shared.	
2	<p>Welcome, Members Present and Apologies: Alison Bardsley (AB, appointed [skills] governor) Julian Easterbrook (JE, foundation governor) Penny Fowler (PFow, foundation governor) Justine Heaslip (JH, parent governor) Stuart Homer, (SH, appointed [skills] governor) Debbie Jacobs, (DJ, foundation governor) Carol Phillips (CP, head teacher) Fiona Self (FS, parent governor) Gillian Waite (GW, foundation governor)</p> <p>Apologies: Wendy Copping (WC, staff governor) Gaynor Cooper (GC, appointed [skills] governor) Michael Jones (MJ, appointed [skills] governor)</p> <p>Also in attendance: Robyn Jones (RJ, assistant head teacher), Kerry Collings (KC, School Business Manager), Helen Roberts (HR, Clerk)</p> <p>The meeting was quorate.</p> <p>[CP explained that WC, during her phased return to work after a period of sick leave, had been excused from governing body meetings this academic year. She stated that RJ would attend meetings in WC's absence as a staff governor representative].</p>	

Signed Date



3	<p>Notification of any urgent business:</p> <ul style="list-style-type: none"> - No items brought forward. 	
4	<p>Declaration of business or pecuniary interests and Related Party Transactions:</p> <ul style="list-style-type: none"> - No declarations were made at this meeting and no RPTs have been registered. 	
5	<p>Minutes of the Full Governing Body meeting held on 26th January 2021 and matters arising from these minutes:</p> <ul style="list-style-type: none"> - The minutes were agreed as a true record and will be signed by JE at the next available opportunity. - With reference to the action point about sharing recorded live lessons with governors, this item was discussed further. The governing body considered the changes to the national lockdown scenario, and improving picture generally, which meant that this item was no longer a priority. They agreed that it could be reconsidered in the future to enable governor monitoring if schools were required to offer remote learning again. - All other actions were complete. 	
6	<p>Head Teacher's Report:</p> <ul style="list-style-type: none"> - (Document made available via GovernorHub in advance of the meeting). - Governors identified the positive feedback received from parents/carers with reference to the remote learning provided during the recent lockdown period. - Governors commented on the focus to reintegrate the pupils and they appreciated the school's acknowledgement of how challenging this situation has been for pupils. - Governors drew attention to the seamless and positive transition to the incorporation of Maths Mastery. CP gave credit to the staff team for their work with that and the Read Write Inc packages and explained to the governors how they had continued to drive forward with these initiatives during challenging circumstances. - The governing body discussed remote learning further. They agreed that it had been hard for some families, and they noted how some of the feedback received highlighted how the school had made parents/carers and the pupils feel positively connected to the school. - The governing body commented on the excellent number of responses to the remote learning feedback questionnaire. They agreed that the school should be proud of the amount of positive feedback. - Q: Governors asked if there was anything that the school had learnt from their remote learning offering? Were there any working practices that could be used in the school in the future? - A: CP reported that staff had discussed the possibility of setting homework via the remote learning tools. They concluded that this would potentially disadvantage those pupils without access to the necessary IT equipment (CP reminded governors of the loaning of technology to several families during lockdown) and had been discounted. CP agreed that if all pupils had access to appropriate technology at home there are other things the school would like to be able to provide, for example, extra tutoring sessions, this was unfortunately not feasible. 	

7	<p>Chair's Report:</p> <ul style="list-style-type: none"> - JE explained to the governors that he and FS continued to meet (virtually) with CP to discuss and consider a broad range of items. 	
8	<p>Update on progress against School Improvement Plan actions, COVID-19 updates, feedback re remote learning:</p> <ul style="list-style-type: none"> - (Documents made available via GovernorHub in advance of the meeting). - CP reminded governors that the School Improvement Plan (SIP) actions continued to be a point of focus, but she explained that actions were being considered in a different way because of the ongoing pandemic. - CP asked the governing body to consider the challenges faced by the school when carrying out assessments of pupils in these early weeks. She drew attention to how teachers were approaching this important matter. She noted that the data gathered over these first few weeks will be considered internally, and there will be an understanding of the impact of the stage at which this data is gathered. - CP explained that after Easter the school would focus on getting pupils to the best place possible to start in the next year group in September. She highlighted how useful the 'ready to progress' statements in the maths syllabus were proving and that analysis grids will help to prioritise lesson planning for the summer term. - With reference to ODST's request to carry out Statutory tests for years 2 and 6, and phonics screening for year 1, CP illustrated how the school has a clear plan and explained that they will utilise the results for internal benchmarking. - Q: Governors asked if the CCP committee will be able to consider those results? A: CP agreed that the data will be available for consideration during the next academic year. - Q: Governors asked if there was any specific update with reference to COVID-19? A: CP reminded governors that the Risk Assessments were continually updated and were available for examination on GovernorHub. 	
9	<p>Items brought forward from committee meetings: <u>Curriculum, Community and Personnel Committee</u></p> <ul style="list-style-type: none"> - This committee had not met. <p><u>Finance, Premises, Health & Safety Committee:</u></p> <ul style="list-style-type: none"> - The minutes from the committee meeting held on 16th March had been made available in advance of this FGB meeting. - SH brought forward two items to the meeting for the governors' attention - the draft budget and a decision regarding the school's cleaning contract. 	
10	<p>Health & Safety and Safeguarding Updates:</p> <ul style="list-style-type: none"> - The governing body were informed that there were no updates since the FPHS committee meeting held the previous week. - PF (Safeguarding governor) noted that she had registered to take part in the online training put forward on GovernorHub. - The governing body discussed the wider need to update Safeguarding training. HR agreed to investigate this and report back. ACTION. 	HR

