



Full Governing Body Meeting Minutes The Federation of Church Schools of Shalfleet and Yarmouth

Date and time	Thursday, 20 th February 2020, 10.30am – 1pm
Venue	Shalfleet Primary School.
Governors	Mrs Carla Bradshaw (LA Governor) Mrs Lizzie Grainger (Headteacher) Mrs Debs Downer (Co-opted Governor) left the meeting at 12.35pm Mr Neil Gartell (Parent Governor) Mrs Tina Griffith (Foundation Governor) left the meeting at 12.50pm Mr Stephen Holland (Co-opted Governor) Mrs Laura Homes (Parent Governor) Mrs Sylvia Smith (Staff Governor) Mrs Caroline Weeks (Foundation Governor) left the meeting at 12.30pm Mrs Sarah Woodburn (Co-opted Governor) Revd Leisa Potter (Foundation Governor) left the meeting at 12.35pm
Quorum	The meeting is quorate, attended by 11 Governors. A quorum is 6 Governors.
Attendees	Mrs Sheila Caws (Clerk)
Vacancies	3 Foundation Governors
Key	CPOMS – Child Protection On-line Management System <u>Challenge</u> Action, Decision, Support, Ring-fenced, FDP link
Distribution:	All Confidential Minutes to Governors attending meeting.

The meeting commenced at 10.45am with an opening prayer from LP.

1.56 Apologies

- None

1.57 Declarations of interests on items forming the agenda

- None

1.58 Curriculum update for Governors

- It was agreed that the work done on the curriculum by SC and LR was impressive. However, the work does not stand alone and the HT read out the Mission Statement to emphasise the links to the work on the curriculum. That Statement led to the 8 Learning Principles which are at the heart of the work done by the curriculum leaders. Previously, some of the layers in the curriculum had been missing or their links not exploited enough but the curriculum overview rectifies this. The eight learning principles incorporated in the review had been written by the teachers and the teaching assistants are also aware of them. These principles will be linked to lesson plans as the teacher can decide which one(s) to emphasise at any given time. Q How to make the principles more widely known? The view is for the principles to be made very visible around the schools and the parents

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also need to be made aware of them. Suggestions included a booklet kept in Reception, cover pages on the website with a glossary, a parents' open evening and perhaps a parents' app. SSm was asked to work with the JLT and the Learning Leaders about the vision for the Curriculum.

Action: to make the learning principles more widely available by various means.

Action: SSm to work with the JLT and the LLs and to ensure that any material is child friendly.

Another suggestion was to put points from the Mission Statement around the schools, perhaps on plaques.

- The website was discussed and it was noted that it is not phone friendly. DM has previously spoken about updating the website but there will be a cost involved.

Action: DM and NG will work on a presentation of the case for a new website to the Finance Committee.

- A passport-style booklet for each child was proposed to show how they were meeting their targets. Such a booklet could also contain memorable moments.

Action: HT to instruct LR and SC to work on a curriculum booklet for parents – DD and LH to be informed

- Real importance should be placed on the learning principles and their relevance to the schools and local community should be shown.
- The progression maps have been changed to put the children at the centre of the learning. Nearly all the progression maps have been done, including EYFS, and the teachers now have to map the curriculum to long-term planning first and then to mid-term planning in time for the soft launch in the Summer term. The full programme will be in place for September.
- Subject leaders will produce their own evidence base for subject learning principles, front covers and examples of work. It was noted that the habit of putting examples of work on the website had lapsed. They do go out on the dojo but they need to be on the website as well. Would it be better if teachers could upload them themselves? This links to the website review.

Action: thought given to how to upload work on to the website more easily when reviewing website.

- Lesson observations will begin in the week beginning March 2nd. Governors will be welcome to attend any session once the dates are set. Also, the dates of data meetings should go to Standards and Inclusion Governors.

Action: HT to circulate dates of lesson observations and data meetings.


CB thanked the HT for a very useful update.

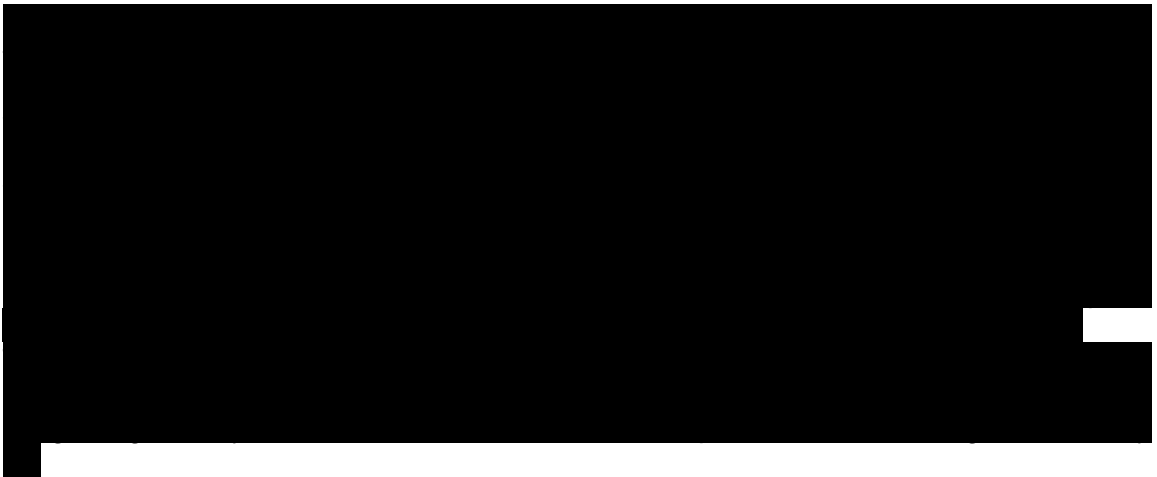
1.59 Review of plans for the All Saints site

- In the Implementation Meeting it was requested for the Governing Body to give serious consideration to the transition period between All Saints CE Primary School closing and the building works being completed and where the education of the current All Saints children should be facilitated. CB has made it very clear to the LA that until the development of the new school buildings is signed off, there will be no timeline for the project from the Governors and it appears there is no Plan B as yet. The governors emphasised that the most important consideration underlying any decision must be the welfare of the children at all three schools.

She confirmed it was also highlighted with the LA that Yarmouth is a 2-11 school. The Governors would like to know what the LA will do to facilitate Yarmouth moving over as a 2-11 school?



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- An e-mail has been received from the Chair of Governors at All Saints regarding potential early release of their current Head Teacher. CB will respond to say that it would be a matter for the LA and any involvement of our schools would need to come through the Implementation Group.
- It was noted that Yarmouth will be in the window for an OfSTED inspection from July onwards and both Yarmouth and Shalfleet are due for SIAMS' inspections in the summer.

Building

- The plans are fairly basic at this stage but it was felt that there was a need to ensure that the site was as green a possible with solar power and rainwater harvesting.
- It was also considered appropriate to ensure that resources from All Saints School are retained where possible.

1.60 Adopt Policies

- The following policies were adopted

Statutory:

- Inclusion (SEN)
- Complaints
- Disciplinary Procedure (Staff)
- Grievance Procedure (Staff)
- Single Equality
- Code of conduct (personal behaviour)
- Governors' Allowances
- First Aid
- Supporting Children with Medical Conditions
- Administration of Medicine

The following policies were noted as having been adopted by the Policies Committee

Non-Statutory:

- Continuous Professional Development
- Code of Conduct (Safe working Practice)
- Collective Worship
- Social Media
- Managing aggressive behaviour
- Safer Recruitment

1.61 Any other business

- Roach Pittis have been employed by Little Explorers to support them with the closure of the charity in preparation of the school taking on the running of LE.

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Date20/5/2020.....

- SSh hopes to retire in the near future. Her replacement will need to be experienced but this could be an opportunity to look at the structure and requirements of the leadership team as a whole.
- CB had been in touch with St Saviours, who indicated they had had no further contact from the LA. It was suggested that it is not necessary for All Saints parents to have to wait until June to make their choices for alternative schools. The Governing Body understood that this could be accomplished if all schools in the West Wight agree however Governors were clear that this request would need to come from the other schools as current provision for the process to take place in June is adhering to statutory deadlines as is appropriate. The LA would need to bring this request from the schools to the Implementation Meeting, when it would be considered carefully, although the initial view was that there would be no objections to bringing the deadline forward in order to support parents.

1.62 Date of next meeting

- Full Governors' Meeting Wednesday 18th March 2020 at 6.00pm at Yarmouth.

The meeting closed at 1pm.

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