



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

<b>Date and time</b>	Monday 23 <sup>rd</sup> March 2020 at 5pm
<b>Venue</b>	On-line
<b>Governors</b>	<b>Mrs Carla Bradshaw (LA Governor)</b> <b>Mrs Lizzie Grainger (Headteacher)</b> <b>Mrs Debs Downer (Co-opted Governor)</b> <b>Mr Neil Gartell (Parent Governor)</b> <b>Mr Stephen Holland (Co-opted Governor)</b> <b>Mrs Laura Homes (Parent Governor)</b> <b>Mrs Sylvia Smith (Staff Governor)</b> <b>Mrs Caroline Weeks (Foundation Governor)</b> <b>Mrs Sarah Woodburn (Co-opted Governor)</b>
<b>Quorum</b>	The meeting is quorate, attended by 9 Governors. A quorum is 6 Governors.
<b>Attendees</b>	Mrs Sheila Caws (Clerk)
<b>Vacancies</b>	3 Foundation Governors
<b>Key</b>	CPOMS – Child Protection On-line Management System <u>Challenge</u> Action, Decision, Support, Ring-fenced, FDP link
<b>Distribution:</b>	All Confidential Minutes to Governors attending meeting.

The meeting commenced at 5.55pm

### 1.76 Apologies

- Apologies were received from Mrs Tina Griffith and the Revd Leisa Potter

### 1.77 Declarations of interests on items forming the agenda

- None

### 1.78 Update on admissions

- The Chair had taken legal advice in order to understand the legal framework concerning admission numbers. The current question is regarding the children in years R-5 (1-6 in the next academic year). There is no issue if these are above PAN next year as it is not a permanent change. Places can be given as long as the school can reasonably cope with the extra numbers, given that there is a duty of care to all the children. This also has to be in the spirit of the original Public Notice. Q Will there be changes to PAN in the future and when should a change be instigated? There are no plans to change PAN unless there is a specific request from the LA with evidence of need. There are no plans for this to be instigated by the Governors as there is still a surplus of school places in the area.
- A spreadsheet has been prepared to show the number of children involved in in-year transition. There are a total of 52 children, of whom 51 are in area, and no year group is

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large – current figures for All Saints are YR 8; Y1 12; Y2 7; Y3 7; Y4 10; Y5 7. Of these, nine have indicated St Saviours as their first choice and three will be moving out of area. The largest group will be Y4 (Y5) with 30 children. **It was agreed to admit all the children whose first choice is Yarmouth.**

- Depending on decisions taken by St Saviours as to whether to take all, some or none of the children, **it was agreed to admit all the children for whom Yarmouth is the second choice.**

Q Does this decision create problems in any year group? No, because the 30 indicated in the current Y4 includes second choices.

- Supplementary Information Forms will be needed for Reception children being admitted next year as Yarmouth is a VA school but the need for such information is the same for St Saviours and Brighstone.
- The Admissions Policy for Reception children needs to be adhered to with regard to categories. Three of the children have siblings in All Saints. As a VA school it is theoretically possible to take more than the agreed PAN of 15 but if a decision is made to admit say 19 or 20 then the situation could become difficult as to explaining why any remaining children are refused.
- There is a system in place to administer school places and any perceived unfairness is difficult and very unfortunate, however the school must administer the process correctly.
- Within the process of moving Yarmouth to the All Saints site, it has always been agreed that other schools in the area will not be placed in an educational or financial disadvantage by our actions. To do otherwise would cause considerable dissatisfaction. Q Could there be a temporary increase in PAN? Q Could they be offered places at Shalfleet? A temporary increase in PAN is not possible nor desirable for reasons indicated earlier.
- At this point, preferences are not known. In total, 26 children have listed Yarmouth somewhere on the application form and the SBM ranks all the applicants according to the policy. We also do not know which other schools the parents have indicated on the form. As far as the catchment area is concerned, the only figures given are the distance from the school and few children live in the current catchment area. It may be that the area needs amending but this will need to happen, once the move has been undertaken. Diocesan advice will be required to support this process. Initial conversations have been had with the Diocese.

**Action: review the Yarmouth Admissions Policy in the autumn, with particular regard for the catchment area.**

- Q As the initial assessment is blind, does this mean that a child with Yarmouth as a third choice could come top of the list? Yes but the place would not necessarily be taken up if the parent gets their first choice.
- Q The siblings of children already at All Saints will come to Yarmouth School but will those older siblings remain with their cohort at All Saints? Yes, it was made clear that YR children will be at Yarmouth and that children in the same family will be on two sites.
- **It was agreed to offer places to 15 children plus any LAC and children with an EHCP as they would gain immediate access with Yarmouth as the named school in their personal plan.**
- There was concern if not all the siblings were offered places at Yarmouth however it was understood that at this stage there is little that could be done about this until the in-year admissions round has been completed. There are enough school places in the four schools in the area to accommodate all the children in the area which is positive. The final outcome is subject to parental choice.
- Q Is transport provided for children who put Yarmouth as their second choice? Yes, transport has to be offered to children who do not get their first choice.



**1.79 Coronavirus (Covid 19) update**

- HT gave an update. There are very few children coming in with 11 on Monday but down to five on Friday and they are all being cared for in Yarmouth. The staff are on a rota and any not required are sent home immediately.
- Work has been uploaded on the dojo, so there is plenty to do and contact is being maintained between teachers and parents. HT paid tribute to her phenomenal team. CB has also sent a 'thank you' to the staff via the HT.
- The Governors are still available, albeit virtually and it may be possible to hold STAR meetings by videoconferencing. A staff meeting is being held on-line every week and the SLT will also meet.
- Vulnerable families are phoned every day, every other day or once a week.
- Q Could the schools could merge together to run one facility instead of five? It was a possibility but social distancing is easier in small groups. It maybe that that model may need to be considered in the future if there is a dramatic rise in the number of cases but strict bio-security would need to be in place. There is much to consider but decisions will be made as the situation evolves.

**1.80 Any other business**

- None

**1.81 Date of next meeting**

- Full Governors' Meeting Wednesday 20<sup>th</sup> May 2020 - time and place tba

The meeting closed at 6.45pm.

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Date ...20-5-2020.....