

NEWICK C.E. PRIMARY SCHOOL

Minutes of the Meeting of the Full Governing Board held on Tuesday 14th July 2020 from 9.30am to 10.25am

Present:

Mandy Watson (MW) (Chair), Natalie Alty (NA) (Headteacher), Mary Molloy (MM), Kalpna Robertson (KR), Caroline Smith (CS), Amy Clarke (AC), Sue Berry (SB), Rev. Paul Mundy (PM), Rob Boswell (RB), Chris Barnes (CB), Jane Johnson (JJ) and Jo Lacey (JL)

John Philpott was the Clerk. The meeting was quorate (quorum 6) and took place remotely on the Microsoft Teams Conference Platform

1. Prayer

1.1 PM opened the meeting with a prayer.

2. Apologies for absence

2.1 Apologies for absence were received from Diane Reeds (DR), Ian Bellis (IB) and Jon Tivey (JT). These were accepted.

3. Declaration of Interests

3.1 None declared.

4. Minutes of the last Meeting on 23rd June

4.1 The minutes were agreed as a correct record of the meeting and as it was being held remotely, they were not signed.

4.2 Actions from the meeting were reported on as follows:

Point 6.6 – Letter sent.

Pont 7.1 – Governors visits report template circulated.

5. Update from Headteacher about September arrangements (Agenda Item 7)

5.1 NA said that she would be sending a letter to parents later in the day regarding the re-opening of the school in September. The risk assessment used for this was the LA's model one, suitably adapted for the school. Headteachers had been given advice on safety bubbles and she had opted for them to be year group based at Newick-

5.2 There would be school time-table changes in September including staggered break times. Lunches would be taken so that the children ate in their own bubbles with their own dedicated MDSA (midday supervisory assistant) and the cost of this had been allowed for. The teachers would aim to keep one metre separation from the children in their bubbles.

5.3 The school was only half way through the Microsoft Teams grant for remote learning. NA was writing a pandemic lockdown policy so that there would be a contingency plan if there were a further lockdown. DfE was requiring each child had a personal login and whilst this was not the case at the moment, the school would develop this from what they did at the moment. The possibility of a government grant for those who did not have a computer device at home had been talked about. There had been five more applications for free school meals.

5.4 All cleaning staff had come back from shielding with new cleaners starting on 1st August and 1st September respectively. This would create a full complement of cleaners and remove the need for casual workers.

5.5 CB said that the Senior Leadership Team had done excellent work particularly on risk planning. Governors agreed that the risk assessment was robust and fit for purpose. NA said that the next major work would be on a recovery plan and when this was finished she would email it to Governors. AC discussed the important issue of transition support management.

5.6 MM questioned NA about next year's Reception Class. NA said that a welcome letter had been sent to the parents concerned and the 'stay and play' meetings, which would normally take place in July, would now be in September. The enrolment date would be 28th September. Over the summer, booklets and a video would be made available to new parents and there were plans for a socially distanced picnic. Newick Pre-School was open and had been visited.

5.7 KR questioned NA about whether the risk assessment covered the use of the staff room. NA said that chairs had been split up to distance people. Staggered break times meant that were less people in the room at the same time. Social distancing reminders were posted in the copying room and similar spaces. It was difficult to find working space when the school building was fully populated and it was important that shared use spaces always had a supply of and used, anti-bacterial wipes.

6. Report back from Resources Committee

6.1 RB said that at the last meeting of the Committee, NA and the School Business Manager (EW) had reported on the steps that had been taken to reconcile the budget following the LA ultimate report back on the original one submitted. Subsequent changes leading to a revised budget and the savings made to accomplish this were explained.

6.2 The Sports Grant of £15,000 had been awarded for the coming school year. Income from the Training School could not be expected but £10,000 would be able to be accessed. Savings of previously planned overtime could be as much as £6,000. There was opportunity to redirect some of the £15,000 savings on the solar panel project.

6.3 The revised budget plan predicted that the deficit would be turned round in the coming school year (budgetary year 1), provide for a 4% carry forward in year 2 and

have a 1.6% deficit in year 3. That deficit prediction was not unusual or a matter of concern at the present time.

6.4 JJ said that there could be Government support in the region of £80 per child, post lockdown and before 1st September. NA said that it was now hoped that the school would not suffer financial loss because of the Covid-19 situation.

7. Chair's Notes (Agenda Item 9)

7.1 MW said that she and NA had met with a LA schools advisor where the website had been discussed. Work by NA and AC had put in the school in a very good position in that respect.

7.2 MW had carried out a Governors Visit on Leadership and Management and English, with AC and the visit report would be circulated. It was apparent that many children will not have to receive catch up support because they have been working so well. The new library books that have been bought are very appropriate. The LA advisor was impressed that the staff had been able to continue coming into school during the lockdown period. MW said both NA and AC had made a point of keeping staff informed of what had and was taking place.

7.3 Both CS and MW took part in a Governors Network meeting. MW had completed a Safer Recruitment update on line and she encouraged other Governors to take up this free training.

7.4 The Diocese were sending out updated resources for school's worship. PM said that, their approval for use of the roof for the Solar Panel installation had been given. He said that he would advise EW who was managing the installation.

ACTION: PM

Contact EW regarding progress on Solar Panel installation

8. Election of Chair and Vice Chair (Agenda Item 5)

8.1 There were no nominations for the positions of either Chair or Vice Chair of the Governing Board. MW said that she was prepared to continue as Chair and MM said that she was prepared to continue as Vice Chair for a further year but not beyond that, as she would not be in a position to succeed to the position of Chair. The meeting decided to extend the tenure of both post holders for a year.

9. Governor Visits (Agenda Item 8)

9.1 MW said that only SB could carry out her 'visit' as it was in relation to the website and could take place without visiting the school.

10. Any other business

10.1 AC said that Safeguarding Training was taking place socially distanced in school but most training would be on line. CS said that she had taken part in webinar training and recommended it, SB said that the Key for Governors offered very good training on line. MW said that all Governors should look on line to see what training

was available. KR said that she would send notes on training that she had attended on 23rd June to the Clerk for circulation to all Governors.

ACTION: KR

Send training notes to Clerk for circulation to Governors

10.2 RB thanked MW and MM for being prepared to stay in office for a further year.

10.3 JL questioned NA about whether Free School meals enquirers were signposted to social security entitlement to help support families. NA said that families were pointed towards the LA form to be filed in for their application and the school were told the result of the application. The major problem has been the time gap before Universal Credit takes up and for this reason the school adopted a food voucher system. The Newick Distress Trust was very useful in these circumstances.

10.4 There was discussion about the well regarded 'entitledto' benefit information website and NA said that she would circulate details of it to Governors. (ACTION)

10.5 PM said that he would post details of the website in the Parish Magazine. He was concerned about people made redundant at the end of a furlough period and who would be a financial void until their Universal Credit was paid. He would advise those in that position to contact the Newick Distress Trust.

11. Date of Next Meeting

11.1 It was agreed that FGB meetings next year would be at 8.30am on Tuesdays and that the Clerk should circulate dates for consideration. (ACTION)

ACTION: Clerk

Circulate proposed meeting dates for 2020/21