

	<p>Wrap care working party TP to meet with DF and DW internally first, before convening working party. Aim for first week back after half term and then follow up with Governors.</p> <p>Pay and performance committee Agreed date of 2nd November. Committee will consist of: K.Cragg K.Kelly C.Ley Clerk to provide resources/training to Governors in advance of the 2nd.</p>	<p>TP to meet with staff internally, w/b 1st November, before arranging working party with Governors</p> <p>Clerk to send training resources to committee members.</p>
1. Budget Monitoring update		
	<p>Budget report circulated to Governors in advance of the meeting.</p> <p>DW explained that the current carry forward figure looks higher at this point because County have not yet backdated all the pay increases, pensions etc Notification received of funding for school led tutoring. Grant to support vulnerable and disadvantaged pupils who missed education due to Covid-19. Grant is ring fenced so can only be spent on the delivery of tutoring and will have to be reported on as part of our census return going forward, so in January. £27,500 total funding to be received, £6,851 so far to date.</p> <p>DCC Finance officer working half a day with DW before next meeting. Next update should be more accurate once the staffing costs have been implemented.</p> <p>JE questioned if the school is expected to just soak up extra costs for things like gas/electricity. DW – yes</p> <p>Discussion around carry forward. Discussion around catering service provided to Appledore school (costs, how costs were agreed).</p> <p>DW left the meeting at this point.</p>	
2. Governor Training		
	<p>LJ provided level 2 safeguarding training for Governors present.</p> <p>LJ left the meeting after training.</p>	
3. Headteacher Update		
	<p>Headteacher update circulated to Governors prior to the meeting. Questions in advance of the meeting in regard to Headteachers report were submitted by 3 Governors.</p>	

	<p>Questions recorded on separate supporting document and circulated to Governors at the meeting.</p> <p>JE asked if staff absence has peaked, likely to improve from here?</p> <p>TP responded that it was too hard to tell.</p> <p>JE noted that it was difficult to know but were there any comments regarding comparing with other schools.</p> <p>TP replied that there was no official way of obtaining that information but when he met with other local Headteachers last week, they indicated their absences weren't as high as West Croft's.</p> <p>DF expressed the opinion that the situation will only worsen over the next term. Autumn term always has a high level of absence, but obviously this year includes Covid, lack of previous mixing etc. In my personal opinion, no member of staff is taking advantage of the situation, all genuine absences.</p> <p>CP asked if staff are still wearing masks.</p> <p>DF answered; a few mealtime assistants, it's personal choice.</p> <p>CP countered could staff go back to wearing masks? Specifically helps Covid, but could also help general germs spreading.</p> <p>CM replied that school wouldn't enforce, it would remain personal choice, unless Government requirements changed.</p> <p>EP added that if cases of Covid reach a certain risk level, Public Health England support by completing a risk assessment with the school, this may suggest staff wearing masks if they thought it would help.</p> <p>TP added that masks weren't schools' preference, as it can make teaching difficult, particularly phonics.</p> <p>CM noted that the staff absence analysis provides good evidence to support slowing of school progress. Shows impact to external reviewers and any challenge received from Governors.</p> <p>Question from MM submitted prior to the meeting.</p> <p>What does the management plan look like as winter approaches?</p> <p>And at what point does the school become unsafe due to staffing issues and what measures are in place to monitor and avoid such a situation?</p> <p>TP replied that it was difficult to plan, we react as the situation changes and develops, would call a strategy meeting at key points.</p> <p>MM questioned why this was the approach. Because we don't know, changes day to day too much? Is there a baseline for safety?</p> <p>TP responded yes, changes too much day to day, baseline safety is there is an adult in every class.</p> <p>CM added that SLT would do what was needed to make the situation work, mix classes, Senior Leaders teach classes etc Subject leader time is currently on hold because of impact of staff absences for example.</p> <p>CM noted that as part of his role DF does a lot of staff absence work outside of school hours, weekends etc. We can</p>	
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	<p>make a plan on a Saturday and then it's completely changed again by Sunday. Does take up a lot of time.</p> <p>JE asked if staff have been informed of the impact.</p> <p>TP replied yes, mainly in email updates, no one's fault but staff need to know the context of why we are making certain decisions such as the no subject leader time.</p>	
	<p>4. Governor Reports</p>	
	<p>4.1 Crossing patrol update</p> <p>Email received from Devon County Council regarding the new placement of the agreed pelican crossing. Photo of proposed new placement included, choice between 2 options.</p> <p>Discussion around crossing relocation, unanimously agreed that most pupils walk up the hill and not down, so location A agreed.</p> <p>Reporting of unsafe parking by school, parents and residents to continue and PCSO's visiting when can, to help monitor situation between now and Spring.</p> <p>EP noted there was an area of waste land on Marland Terrace (behind the Nursery) – worth investigating? Could be used as school car park or drop off zone.</p> <p>CP expressed the opinion it was a good idea but not practical. Marland Terrace is too small and narrow, just pushing the problem somewhere else.</p> <p>CM noted that the school is down a small terraced house road, wasn't designed to have such a large school at the end, community has grown.</p> <p>4.2 SEN and Safeguarding report</p> <p>Report given to Governors a few days before the meeting so was talked through in more detail.</p> <p>MM explained that she had spent 3 hours with LJ. First visit as SEN Governor. Focused on action plan and intended outcomes.</p> <p>Highlights of report given; colourful semantics, went through assessment process, better understanding of SEN provision, and pupils who fall outside of SEN but need additional support and resources.</p> <p>Training for staff about children who are not on SEN register but are starting the process of being.</p> <p>Will use check list provided by NGA on each visit to maintain good challenge.</p> <p>JE completed visit with DF, report to follow at next meeting.</p> <p>Meeting moved to Part II item.</p> <p>4.3 Budget/staffing update</p>	
	<p>5. Policies</p>	

	<p>5.1 Child Protection and Safeguarding Policy Recommended by MM. Fit for purpose, DCC policy slightly tweaked to be school specific. Unanimously agreed.</p> <p>5.2 Health and Safety Policy Recommended by JE. Policy has been for staff consultation. JE challenged and DF has answered. Unanimously agreed.</p> <p>5.3 Data Protection Policy Recommended by CP. DCC model policy. Unanimously agreed.</p> <p>5.4 Disposal Policy and Schedule update Recommended by KK (by email prior to the meeting) Unanimously agreed.</p> <p>Meeting closed 6.55pm</p>	
Meeting ends		

Key :

Green = decision

Red = challenge

Blue = action