

	<p>Agreed that staff would be offered the opportunity, but Governors would be conscious of the process being a proportionate amount of time given the number of staff leaving at one time.</p> <p>Minutes of the meeting on the 18th January 2022 agreed as a true record.</p>	
D. Matters arising		
E. Any actions completed/not completed/next steps	<p>Data assessment led by JS to go on next agenda. Will provide more accurate data and use of new procedures as assessment will have gone through a few cycles.</p> <p>Election of Vice Chair One expression of interest received from J.Ebsworthy. Governors discussed JE statement whilst JE wasn't present. Discussion around JE's experience and availability – all positive feedback. Unanimously agreed JE as Vice Chair.</p> <p>Noted recent resignations from C.Callaghan (Staff Governor) and K.Cragg (Parent Governor). Agreed that recruitment of staff governor would wait until after upcoming restructure meetings. Can be more certain on which staff will be here in September. Let things settle first.</p> <p>Clerk to run parent election and advertise other recent vacancies (co-opted).</p> <p>Clerk also leaving Board as of May 2022. Position will be offered as part of restructure process and advertised externally if not recruited.</p>	<p>Data assessment to be on next agenda.</p> <p>Clerk to organise parent election and advertise other vacancies.</p>
1. Budget Monitoring update		
	<p>1.1 Budget update given by Finance Manager All documents related to agenda item 1 circulated to Governors in advance of the meeting. No questions received in advance. CL noted printing costs - really stood out. CM noted and agreed with the concern, but explained that the school doesn't purchase workbooks, for White Rose Maths, for example. Offsets/balances that cost a little. Will look to catalogue for future use, bit old school but will save on cost moving forward now that things are established with new curriculum. CL asked if those documents could be printed in black and white. CM replied, they hadn't been but are now. Easier for data to be in colour, but can compromise on some things. CL also commented on the note regarding wasted printing and paper lying around in staff rooms. CM again agreed, but also noted it was a balance with wellbeing. Staff are busy and sometimes a quick click on the computer can lead to a mistake. KK agreed, can add to staff stress.</p> <p>CP clarified that if wrap care numbers are too low, will the provision have to be cancelled.</p>	

TP replied yes, provision has to be financially viable. Meeting at the end of the month to review. Will run until the end of the Summer Term at least. Need to advertise more as discussed at last meeting.
JE asked staffing wise, could it be given another year.
TP responded yes; could do, if it isn't running at a loss when reviewed.
DF added that recently evening sessions have gone up to 20/21 children. May need an extra member of staff.
MM asked if there was a limit on the number of children who can attend.
DF replied no, only consideration is staff for ratios.
MM questioned if the group can use all of the school, including forest school.
TP replied no, would have to risk assess – extra things to consider etc
DF noted that KS2 playground & field was a bonus though.

The currently large carry forward was commented on.
TP noted that it could affect support from FIPS with the restructure.
CL asked if there were any big projects that SLT would like to spend the money on.
TP advised technology was one of the main projects. The infrastructure really needs updating.
DF added that the CCTV system also needed a huge update.
CP questioned if the CCTV system was also inside classrooms.
DF – no currently only external.
TP also added that a marketing campaign was also planned. Update the website, signage etc. Will be nice to finally tie everything together.

1.2 Benchmarking

Acknowledged that there aren't huge variations.
Energy bills on rise – can't do anything about that.
Support staff – will change after restructure for example.
Premises – not bad for old school compared to newer schools compared with.
CL asked if there was anything TP/CM found concerning about the comparisons.
CM replied no and explained that there were so many variables, just an indicator, as mentioned fairly average with our comparison schools.
CL agreed, noting that there isn't anything that stands out as massive difference. A few aspects we can't do anything about.
TP – will look different after restructure.

1.3 SFVS (Schools Financial Value Standards)

Thanked Finance Manager for her support with this.
Document agreed for submitting.

1.4 Signatures form

Acknowledged. Amended and signed to update.

1.5 LEA Services

CM explained that the library service was being kept for another year. Our lost books cost really affects us, between £3000 - £6000 on lost books. Topic boxes working a lot better now that we have utilise fully. The plan last year was, now that the curriculum is static, put money in each year to purchase books, but as it's crept up on us,

	<p>we've decided to keep library service for another 12 months. Will review next time.</p> <p>CL noted that it would be a lot of topic books – 3 classes in each year after all.</p> <p>CM – programme of topic books now works. If managed by someone in school works much better.</p> <p>Purchase of LEA services for new financial year agreed.</p>	
2. Headteacher Update		
	<p>2.1 Headteacher update</p> <p>Headteacher report circulated to group prior to meeting. TP expressed his thanks to Governors for their support. Although official report as not been received, initial OFSTED outcome/feedback is great. Process was rigorous but fair. Lead Inspector understood our context. Questions and investigations were fair. Verbal feedback – commended on our work with high needs pupils. School feels more relaxed now that visit has happened. Exercises with LA over the past 18 months really helped prepare us. Real triangle approach and everything had to tie up.</p> <p>JE also thanked TP and CM and staff. Have all worked really hard. MM concurred. Lots of turmoil over last 5 years. Now feels stable. TP noted that recruitment had been key to success. New strong additions have really helped.</p> <p>KK asked how we were going to advertise that moving forward and build on the success.</p> <p>TP explained with a big media campaign, new website launch and need to increase social media presence.</p> <p>Discussion around promotional day/celebration/fete to promote the school and new OFSTED rating. Invite parents and local community. MM added that a recruitment drive for the PTA was also needed. CM noted that leadership won't be complacent now after good rating. Assured Governors that they will continue with the high expectations and standards.</p> <p>Noted that the new curriculum is a real selling point. Thanks to CL and JE for support with MM in new Chair position during the inspection.</p> <p>Questions received in advance of the meeting:</p> <p>From the last minutes- has any progress been made on following up on the reports made by Governors at exit interviews? Response: as above under item C.</p> <p>Note from CL: would just like to thank SLT, senior leaders and all staff for all their hard work in achieving the Ofsted result. It was quite humbling to see their reactions on the day and how much it meant to them all. Such well-deserved success to build on.</p> <p>Note from KK: congratulations on your successful OFSTED, going forward how do you intend to advertise and build on this success so that it can build a positive public view of the school? Response: as above.</p> <p>Can you explain a bit more about the Kahoot online tool and what it's used for?</p>	

	<p>Response: used in safeguarding training for example. Used in staff meetings for training too. Get good analysis of knowledge based on answers.</p> <p>What are you doing to address racists incidents? And increased harmful sexual behaviour incidents? Response: depends on the incident – talk to the child about why it could be upsetting to others. Address in assemblies if wider issue in a year group. Table of assemblies in back of HT report.</p> <p>Are there children who still haven't returned to school following the pandemic? Response: no. All returned. Recent analysis around attendance tracker data – persistent absences. Relevant staff are reviewing processes to improve. CL asked if the persistent absences were higher amongst Pupil Premium children. CM replied no, across the board really, but we obviously do have higher percentage of PP.</p> <p>The term RSE to be included in behaviour policy - what does RSE mean? Relationships and Sex Education – part of Summer term curriculum. CL noted that the safeguarding breakdown in HT report is helpful. Real positive of report.</p>	
3. Policies		
	<p>3.1 Child in Care Policy Model policy from Devon Virtual School. Reviewed and recommended by MM. Unanimously agreed.</p> <p>3.2 Probation policy for support staff Model policy from DCC. Reviewed and recommended by CP. Unanimously agreed.</p> <p>3.3 Schools Code of Conduct Model policy from DCC. Reviewed and recommended by MT. Unanimously agreed.</p> <p>3.4 Staff disciplinary policy Model policy from DCC. Reviewed and recommended by KK. KK asked if staff have access to the policy, to make sure they are aware of the expectations. Response: New Resources which is a shared folder for staff, CPOM's library and physical signatures sheet filed in personnel files. KK noted that use of professional guidance, like that aspect. TP agreed, more formal but not disciplinary. Do use and is helpful. Unanimously agreed.</p> <p>AOB DF and CM attended a meeting regarding the National Breakfast scheme.</p>	

	<p>Scheme can provide free breakfast for 300 children. Universal for all but start will start with low numbers initially because not all children will take up the offer.</p> <p>Decided to go with classroom option of bagels in class, school will provide butter. Breakfast station to be situated at the back of class and the children will be able to help themselves.</p> <p>Will see what uptake is and increase if needed.</p> <p>Positive that there is no stigma attached to scheme – breakfast for all.</p> <p>Free to us until July, from July pay 25% of cost, which could come out of PP funding. Can't use at other time of day so would just reduce numbers so as not to waste.</p> <p>Will investigate allergy options.</p> <p>Starting in next couple of weeks.</p> <p>Meeting closed at 6.20pm.</p>	
6.45pm	Meeting ends	

Key :

Green = decision

Red = challenge

Blue = action