

	<p>If the sum is agreed, panel should pick up whatever we need. Everything presented to you has gone for assessment.</p> <p>KK asked if what we have requested is the type of things the panel normally pay out for.</p> <p>WAM replied yes, unexpected issues and not how they want us to spend our money. Money should be used for the children. Have put in literally everything, including our very leaky roof. Staffing is our biggest expenditure. Benchmarking alongside this should be completed annually. Can make your own charts via schools benchmarking, no log in needed. I chose Devon schools with a Nursery, comparison on outstanding, good and RI. Panel hasn't come back and asked for anything additional yet.</p> <p>CL asked if requested pay-out depends on the size of the school.</p> <p>WAM replied yes; pupil numbers and expenditure.</p> <p>TP questioned if you could filter benchmarking on deprivation.</p> <p>WAM responded yes.</p> <p>DW added that the closest school to our size was near Seaton. Nowhere nearer that is as large as our school.</p> <p>WAM reminded Governors that the paperwork provided was done for FIPS as opposed to Governors. Governors can investigate benchmarking in terms of deprivation.</p> <p>KK noted that going forward that would be sensible. Our impact is the greatest in the community so deeper knowledge on deprivation, especially compared to other schools would be good.</p> <p>WAM confirmed that the estimated budget carry forward of £93,775 was vaguely what was predicted for this point.</p> <p>TP clarified that the estimated carry forward included the projection of everything being spent in all pots.</p> <p>WAM confirmed yes, we always budget hard to account for that.</p> <p>WAM clarified that Governors don't need to do anything with the FIPS application. Just for information right now. KK might get contacted as Chair.</p> <p>WAM asked Clerk to distribute updated finance policy and finance risk assessment at the next meeting. Should have been on agenda before but with WAM being absent due to illness was unfortunately delayed.</p> <p>KK asked WAM to introduce DW.</p> <p>WAM introduced DW to Governors. DW will look after finance as a whole from January.</p> <p>Governors & SLT noted thanks to WAM for 22.5 years of service. Great achievement and real asset to West Croft. Also, warm welcome to DW.</p>	
	2. Headteacher Update	
	<p>Headteacher report, including an impact report and the updated school development plan were circulated to Governors in advance of the meeting.</p> <p>No questions were received prior to the meeting.</p>	

	<p>TP noted that there was an update to staffing since his report had been sent. M.Hurle is going full time after Christmas. Great news which will provide more consistency for her class and in her role as Maths lead too. K.Ward, who is currently job sharing with MH, will be redeployed to Year 4. Including covering 4.3 on a Friday, which will save on supply costs.</p> <p>TP also updated Governors on the recruitment for a new Front of House team member. Re-structure in office, with DF, EP and DW absorbing WAM work from January which leaves shortfall at the front. Successful recruitment and interview process today. Have chosen a successful candidate who will be informed. Office is very efficient and runs smoothly so don't want that to be impacted negatively.</p> <p>KK commented on the percentage of pupil premium children indicated within the report. 32% is a very large percentage. TP agreed, with CM adding it provides a challenge to effectively set a pupil premium budget. CM continued, demographic of children means we've probably got lots more children only just above the PP line. Important to think of that when setting the budget. Pupil premium is a large sum of money needing to be used effectively which adds to a much bigger picture.</p> <p>KK commented that the school isn't where it should be with pupil premium spending. Questions will be asked about that. CM noted that the pupil premium strategy was being updated to reflect this. Told T.Salavdor what I thought should be on PP strategy and he agreed. Poor teaching sets pupils back by 18 months so investment should be in staff & leadership and teaching and learning. Good use of PP money driving subjects and curriculum forward.</p> <p>KK noted that when OFSTED visit, Governors must know what PP is spent on. This was questioned at the last inspection. Governors need to know as confidently as SLT. CM agreed, will share strategy once finished. T.Salavdor has kindly agreed to give it 'the once over' for us. TP noted that OFSTED focused sessions for Governors can be arranged as previously. CM explained that the strategy will need to be reviewed Easter 2021 but won't have had time to show impact. New strategy is almost starting again. All links together with what we are driving forward within the school now though. TP noted that T.Salvador is a good person to align ourselves with. CM agreed, adding, collaboration for us is good and good to align ourselves with people who are well respected. School should be outward facing.</p> <p>KK agreed, we want/need to work with who is good for us. TP commented that SLT had been contacted by N.Moir, CEO of the Alumnis Trust. Alumnis are looking to increase their pupil numbers so he was doing a hard sell but we don't want or need support from them. Open to collaborative work but nothing more than that. CM added, lots of change and work going on at Alumnis that we are already doing here at West Croft so couldn't offer us anything.</p>	
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KK approved, we want to be strong enough that we get help from the right places that will actually benefit us. Going in the right direction for that.

JE agreed, good that you are confident enough to say no thanks if it isn't right for the school. Are we pressured to accept help from somewhere?

TP responded, support is great but we only want things that will benefit West Croft. We do actively seek opinions from Babcock for example. We want to show our impact.

CM added, we already have lots of meeting with Babcock etc so we are receiving support but we are also becoming stronger. Sure support provided would point us in the right direction if we were going wrong. That isn't happening so must be doing something right. Visit notes are written to show impact and how quickly things are moving.

JE asked if that helps feed in to OFSTED when that finally happens.

TP replied, yes of course, we can provide evidence of visit notes etc, another terms grace now that OFSTED has been postponed, will give us more time to collate. Internal tracking system set up because of no national data.

JE asked if OFSTED will go from that base.

TP responded yes should do, data won't be there historically because of Covid and data being so out of date prior to that.

CM added, OFSTED are going to have to review how they inspect in light of Covid. Will see if we are good or outstanding based on what is happening in classrooms and in books etc

CL asked what the criteria was for a child to be classed as PP.

TP replied; based on income. Online assessment.

CM added that as mentioned pupil premium percentage is quite low in comparison to what it realistically is. If you sit £500 above the criteria you don't qualify, which isn't a lot.

TP noted that free school meals eligibility currently means PP for 6 years.

CC asked; is it rolling data?

CM replied yes, circumstances change and so you can apply at any time.

CC asked how that effects the budget.

CM responded that it doesn't line up with real time, is Census based which is obviously a snapshot on one day. Lump sum is given based on those numbers but arrives in 3 instalments. PP has gone up. Projection on where you currently are.

KK noted that a universal strategy would be more sensible. High area of deprivation here. We are catering for large percentage above the actually 32%.

CM noted that a big PP budget means we can tap in to little pockets to top up things like school trips. Easier to manage bigger budget in that way, than having specific smaller spending lines.

Meeting moved to Part II to discuss an item the Headteacher brought to the table as part of his report.

Discussion returned after Part II item to the School development plan and teaching and learning impact report.

TP explained that going forward the two documents would merge together and then be reviewed on a Half Termly basis.

CM expanded; so many successes, we need to make it clear and explicit what they are. TP and I are action led, leadership should be visible so that's why we haven't done this sooner. Good to get advice and prompts on paperwork.

KK asked what the plans were for middle leaders for 3&4 and 5&6.

TP explained that recruitment for those roles can't happen until vacancy occurs. Would advertise for a middle leader when vacancy becomes available. **Plan for September 2021 to settle structure. Proposing no more job shares. Full time teachers are best for the school and the children. Appreciate Governors support on this.**

CL asked; are we allowed to decline job share requests?

TP replied yes, must be considered but if declined Unions would become involved to make sure fair process.

Clerk confirmed that flexible working request policy is very clear about reasons job share requests can be declined.

CC added that it was also hard as a TA. constantly adapting to different ways of working with a job share teacher.

KK noted that all job shares are very different. Different circumstances, reasons etc

TP commented that the overall picture isn't currently too bad. Current number of job shares is not too bad in a school our size.

CC asked if there was always inevitability of a job share with an NQT.

TP replied; to a degree yes. But only for a short whilst NQT year is completed. Not officially a job share in that sense.

DF noted that consideration also needs to be given long term to the budget. Stuck with that 2 days a week request in 15 years etc which forces job shares.

Discussion around PPA, leadership release, subject release.

TP commented that West Croft does want to provide internal career paths, want to develop teachers in to potential middle and senior leaders.

KK asked if it is possible to do the same with TA's.

TP replied not really, make sure they get the CPD they need but not the same as career path with teachers.

TP proposed maximum of 3 job shares going forward. Ideally no more. Vacancies will not be advertised as job shares or part time. Flexible working requests will be considered.

Agreed by JE, KK, CL, DF and CC.

CC asked how the current issues in Year 4 effect securing a settled structure. What is the timeline for issues being resolved?

TP replied; just have to follow the policy which provides clear timeline for process, can be very lengthy though.

CC clarified that means not being able to set the staffing structure for September 2021 yet.

TP confirmed that was the case, can't make decisions until we know what is happening. Could not be settled until 31st August which is frustrating. Has an effect on the children and the school as a whole. Can't advertise until vacancy is officially there.

	Meeting moved to Part II – questions related to staffing structure and absent teachers	
	3. Governor Reports	
	<p>3.1 Report from MM Report had been circulated to Governors prior to the meeting. Report acknowledged in MM absence.</p> <p>3.2 Update on Governor recruitment including Parent Election Clerk updated on current recruitment. 3 potential new Governors. Meeting in January, depending on Covid restrictions. Chair and Clerk keen to recruit and boost board. Also need to run a Parent election in the New Year. Will coincide with MM's end of term of office in March.</p> <p>JE asked if Governors were currently allowed in to school for visits.</p> <p>KK replied, under the circumstances no, best to adhere to current covid risk assessment until end of term. No unnecessary visits.</p> <p>Governors expressed sadness at not being able to see and be involved with end of term celebrations.</p> <p>Agreed that Governors be provided with Class Dojo logins to see celebrations online.</p>	Clerk to ask KD to provide Governors with Class Dojo login.
	4. Policies	
	<p>4.1 Redundancy Policy Allocated to MM to recommend. In absence of MM agreed use until ratified at next meeting.</p> <p>4.2 Grievance Policy Model policy, recommended by KK. Use of policy unanimously agreed.</p> <p>4.3 Outdoor Education Visits and Off-Site Activities Allocated to JE to recommend. DCC updated the policy so has been brought back to the table even though only recently agreed. Use of policy unanimously agreed.</p> <p>4.4 Relationships and Sex Education Policy Not allocated to a Governor. Agreed use until ratified at next meeting.</p> <p>4.5 Remote/Home Learning Policy Allocated to CL to recommend. CL asked if remote learning would be in place for the next day. TP/CM replied yes. CL enquired if the amount of learning expected would be different in each key stage. TP/CM explained that 3 subjects; English, Maths and one other would be provided by teachers. Not necessarily time specific but would be approximately 3 hours of work.</p>	Redundancy and Relationships and Sex Education Policy to be ratified at next meeting.

	<p>CL questioned if there would be a checking mechanism for completed work.</p> <p>TP/CM clarified that completed work would be uploaded back on to Class Dojo and the class teacher will comment to acknowledge.</p> <p>A remote learning book will be given for isolation.</p> <p>CC questioned the protocol in terms of safeguarding. Particularly if the child has no internet access, how long do we leave, if the child is not physically seen?</p> <p>CM replied that vulnerable families would receive home visits. Same safeguarding mechanisms implemented during National lockdown. If children don't send work in then we can contact and encourage but don't have mechanism for making them.</p> <p>CL happy to recommend policy based on response to questions.</p> <p>Use of policy unanimously agreed.</p>	
7.30pm	Meeting ends	
	Clerk	
	HT & Chair of SC	
	Clerk	
	All SC members	

Key :

Green = decision

Red = challenge

Blue = action