

Headteacher:
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**Discussion Points of the Full Governing Body of
Stanford in the Vale CE Primary School
held remotely
from Monday 27th April 2020**

Contributors: Janet Warren (Foundation (Chair)) **JW** Amanda Willis (Headteacher) **AW**
Amanda Bellerby (LA) **AB** Caroline Smith (Parent) **CS**
Claire Lewis (Co-opted) **CL** Jane Braddy (Co-opted) **JB**
Kay Adamson (Staff) **KA** Kate Konschel (Co-opted) **KK**
Elizabeth Ward (Foundation) **EW** Lorna Darrock (Parent) **LD**
Mary Vizoso (Co-opted) **MV** Craig Goulding (Parent) **CG**

Non-contributors: Matthew Bullivant (Parent) **MB** Rev Paul Eddy (Foundation) **PE**
Caryl Oliver (Co-opted) **CO**

In attendance: Joanna Sanderson – Clerk

The discussion contribution was quorate throughout.

No	Item	Action
1	Statutory Items	
1.1	Welcome All relevant documentation and instructions were available on GovernorHub for review prior to 27th April 2020.	
1.2	Attendance/Absences/Apologies /Acceptance of Apologies Feedback and discussion points were not received from CO, PE and MB.	
1.3	Quorum Declaration The discussion was quorate.	
1.4	Declaration of any urgent business None.	
1.5	Declarations of Interests None.	
2	Previous Meeting	
2.1	Adoption of the minutes of the meeting held on 12th March 2020 Contributors confirmed unanimously they had read and agreed with the minutes of the meeting. JW is to sign them at the next FGB where they will be handed to KK for filing in	JW
2.2	Review of Actions and Matters Arising from the meeting: Mothers' Day and Easter services were cancelled. Pecuniary Interests – the list is on the website is complete. All training courses are to be added to Governor profiles on GovernorHub. Upcoming events – the quiz was cancelled; the date of the circus has been moved provisionally to September and the science dome has not been booked.	All

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Full Governing Board Stanford in the Vale School

No	Item	Action
	Building work is starting on the houses now with 100 on one area and 75 on another. JW is to contact OCC - ongoing	JW
3	Correspondence None.	
4	<p>Headteacher's Report including Health and Safety, and Governor's Responsibilities (with reference to SIP/SEF) – Governor visits. <i>The Head Teacher's report was circulated via GovernorHub prior to the meeting and the following points are to be highlighted.</i></p> <ul style="list-style-type: none"> • SIP 1:1 The Governors asked whether there is a timetable by subject area for the virtual staff meetings and if the co-ordinator would be able to email the relevant Governor when the documents from their subject area is uploaded. AW reported that a rota is set for the subject areas: PE on 21/4/20 PE; History on 28/4/20; Geography on 5/5/20; DT on 12/5/20; English on 19/5/20; Music on 2/6/20; RE on 9/6/20; Art on 16/6/20; French on 23/6//20; Science on 30/6/20 and Computing on 7/7/20. AW will ensure the co-ordinators e-mail the relevant governor the subject progression paperwork and also send it to the website. • The Governors asked whether any future training was planned given the deep dive requirements, to better prepare them in their responsibilities. AW confirmed she has run a staff meeting on the new inspection framework and deep dives and also went to St Amands where the staff spoke about their deep dive experience having recently had an OFSTED. Fay also attended a meeting reference PE deep dives. As Clare and Fay carry out their termly SLT Deep Dives, AW would like the relevant co-ordinator to join them. There are a few courses available which staff may choose to attend. Staff can also use the expertise of other SPS subject co-ordinators. • There have been lots of interesting and exciting activities to report despite the term ending much sooner than expected. <p>The Governors unanimously passed on their thanks and praise to the school staff for being such a great team and working so hard together to provide ongoing care and education for vulnerable children, families of key workers and for supplying a well-balanced curriculum of work and support to the children at home. Also, for the deep cleaning within the school. The Governors asked to be contacted if they could help in any way.</p> <p>It was raised that some of the families with children still at school are not following guidelines on socialisation, which is putting the teachers and staff at additional risk. This has been logged with the police several times, and the staff at school have also asked the parents to follow government guidelines, unfortunately with little success so far.</p>	
5	<p>School Budget 2020/21 (approved via e-mail and on GovernorHub) The budget was reviewed in detail by the RP&P committee members prior to formal submission.</p> <ul style="list-style-type: none"> • PE Premium – The report was circulated via GovernorHub prior to the meeting. It was agreed that this fund is giving a lot of extra benefit to pupils including the athletic who are taking part in clubs and inter school competitions, and the wider 	

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No	Item	Action
	<p>group enjoying activities like Forest School, Skills for Living and Cycle Training. All these activities enrich the school experience.</p> <ul style="list-style-type: none"> A question was asked whether Premier Sports and the Leisure Centre are paid for in advance and whether refunds would be received? AW reported that the spring term was paid in advance and no refund was given for the 1 or 2 weeks of no use. The summer term was not paid for and advice is being sought from OCC as to whether payment is needed if the school is not using them. Pupil Premium - The report was circulated via GovernorHub prior to the meeting. It was questioned whether it would be possible to see the previous term in future reports relating to data progression. This would enable Governors to see whether there is an improvement over the academic year and to trace the expected continued progression rather than just focussing on one term. AW confirmed that Laura does track the data from the end of the previous year and across the three terms of the current year so she could include termly data or attach her tracking grid with names removed. AW to discuss with Laura. 	<p>AW</p> <p>AW</p>
<p>6</p> <p>6.1</p> <p>6.2</p> <p>6.3</p> <p>6.4</p> <p>6.5</p>	<p>Good Governance</p> <p>Anti Bullying Report for Governors The Governors asked, in relation to the Self-Assessment for bullying, what the next steps are, and if they are linked to or documented in the SIP? AW reported that the 360 Audit, Jigsaw scheme and Mindfulness are all in the SIP. Some aspects are things included in practise eg to remind the children of the policy at beginning of each term; Believe and Achieve awards; and taking part in Anti-Bullying week.</p> <p>Governor Monitoring of the new 2020-2021 SIP Reviewed by C&C committee members and circulated via GovernorHub.</p> <p>Governor Skills Audit to be completed ready for June No further update</p> <p>Governor Training A proposed online training course schedule from OCC had been circulated by the Clerk.</p> <p>Policies (from RP&P)</p> <ul style="list-style-type: none"> Governors Allowance Policy – no change made except the date. Disciplinary Procedure – updated in line with the OCC website but with very little change. Data Protection - no change made except the date. Grievance Procedure - no change made except the date. The Governors queried whether section 18 was complete as there appeared to be a word missing. " 18. <i>Employees who wish to raise concerns about suspected malpractice, fraud or wrongdoing in relation to the school's operations should follow the school's.</i>" AW confirmed it should say School's "Whistleblowing Procedure". AW will add this to the policy. <p>The FGB confirmed they are happy to sign off these policies.</p>	<p>AW</p>
<p>7</p> <p>7.1</p> <p>7.2</p> <p>7.3</p>	<p>Delegated Items</p> <p>Committee Reports</p> <p>Curriculum and Communications Committee All documentation was circulated via GovernorHub prior to 27th April. The SEF documents were reviewed in detail by C&C committee members.</p> <p>Resources, Pay and Personnel Committee The budget was reviewed in detail by RP&P committee members.</p>	

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No	Item	Action
7.4	<p>RP&P approved the draft budget for 2020-2021 and records of discussion are available on GovernorHub.</p> <p>FOSS update No further update.</p>	
7.5	<p>Staff report No further update.</p> <p>Any issues from committee meetings No issues to report.</p>	
8	<p>Academy Update No further update.</p>	
9	<p>GDPR – Data Protection No issues or requests for information. No further update.</p>	
10	<p>Springline (SPS) Update AW attended the Headteachers conference with most of the other SPS heads. No further update.</p>	
11	<p>Sustainability Action Plan Update No further update.</p>	
12	<p>Neighbourhood Plan and School Expansion Plan Update Action: To be discussed at each meeting. No further update.</p>	
13	<p>Clerk's Items None.</p>	
14	<p>Date and times of next meeting: 25th June 2020 at 7pm</p>	

JLS 2nd May 2020