

Sarratt CofE Primary School Local Governing Body

**Draft Minutes of the Meeting of the Full Governing Body
Held on Thursday 17th March 2021 via Zoom**

Present:

	<u>Role</u>	<u>Names</u>
Parent Governors		Julie Disdale (VCh), Melanie Boda, Angela Fitzgibbon
Head of School		Nicola O'Hare
Executive Head and Chess Valley CEO		Duncan Gauld
Co-opted Governor		Matthew Gould (Ch), Tony Coupland (VCh), Sally Hale
Associate Member		Tony Bond
Staff Governor		Helen Bailey
Foundation Governors		Bridget Smith, Rev'd Michelle Du Saire
Also in attendance		Mo Serby, Chantelle Jalland,

The meeting opened at 6.30pm

Action agreed

	Action	Due
1. Welcome and Prayer The chair welcomed all to the meeting and invited MDS to open with a prayer.		
2. To receive apologies for absence and to consider approving any absences		
3. To receive notification of any conflict of interest from the agenda No conflicts were declared.		
4. To agree minutes of the last meeting 14.01.21 The minutes of the meeting dated 14.01.20, were circulated in advance and were agreed as an accurate record; signed and dated by the NOH and to be added to the school files.	NOH	
5. To consider matters arising from the last meeting's minutes All actions were noted to have been completed		
6. Ratification of school policies No policies to update		
7. Head of School's report Pupil Numbers There have been a number of joiners and leavers but numbers are net steady at 160. TB asked if it is normal for a school of our size to have such high mobility of students. NOH explained that because the school serves a wide area pupils join us when they move to		

Signed..... *Julie Disdale* 21/6/21

the area and maybe move school again once spaces become available at closer schools. JD commented that given this large geographic area that the pupils travel in from makes it all the more impressive that there have not been any covid bubbles bursting within the school.

Covid update

The systems put in place in the last period of school being open worked well so the same systems are processes have been reinstated with a small number of additional step and seem to be working well.

New Hertfordshire Improvement Partner (HIP)

The school has gained a new HIP – Linda Hardman – and the same HIP is shared between the two schools in the MAT. JD met Linda as well and reported that she was very impressed with the school and praised it for the covid processes that are in place. MG extended the GBs thanks to Linda for the report and congratulated the SLT of the school for overwhelmingly positive nature of it.

Curriculum

Following the return to school assessments are being done to identify the gaps that have developed during lockdown. The largest gaps are in the lower school so particular focus needs to be on the transition between R and Y1 for example. JD asked what can be done and NOH said that the school is looking into using more outside space during the learning in Y1 than there perhaps would be in normal times. For example, the hug garden could be used as an outdoor learning space for Y1.

Pupil and Staff Welfare

All pupils, staff and parents were very happy to be back in school, no tears or reluctance to be back in school. NOH noted that the pupils were asked for concerns and questions before they returned which were answered in the newsletter before return so any anxieties could be avoided.

PPG and SEND

PPG numbers have grown from 8 to 14 due to covid impact on various families. Funding will not be increased for this year, but there should be an increase from the next academic year. Vouchers will be sent out to these families for the Easter break and they are also being offered subsidised breakfast club.

Safeguarding and GDPR

NOH said that a larger number of families are getting support from childrens services and that the school is moving towards face to face meetings to help build these essential relationships.

SH asked how these families were identified, NOH said that most were identified in school and then external parties were involved. Given the sensitive nature SH and NOH agreed to take this discussion offline.

MG thanked NOH for the report.

8. Resources Committee

Signed.....

M. Stale

21/6/22

Resource committee met on 9th March and reviewed the Reforecast budget delivered by Lisa Shirt from the MAT finance team. Budget is looking good and school is looking at a forecast surplus of £3.8k. Third reforecast is due at the beginning of the summer term.

There was a very low variance between RF1 and RF2 which is showing that the finance processes put in place between the school and the MAT are working well and Sarah and Lisa are sharing data efficiently and effectively.

The school is eligible for COVID catch up grants, the first payment is due in May and a second in October.

Due to increased pupil numbers, there is an expected increase in the money allocated to the school from central government possibly up to £40k more than this year.

TB is completing the Health and Safety audit process.

School site improvements are making good progress with 99% of self-assessed "red items" completed.

The building project is still on target to start a few weeks before the start of the summer holiday.

MG asked if DG was happy with the finance processes now in place, DG replied saying it really couldn't be better, Sarah has hit the ground running and the team are working amazingly.

JD asked if the resource committee had thought about succession planning due to TC leaving the GB soon. TC said that he is staying on until the building project has completed so there is still some time to address this, but with new GB members joining we can address his replacement in this committee.

DG mentioned that there could potentially be another COVID related catchup grant coming in the future maybe up to £6k for a school of our size, but this has not been confirmed yet.

9. Teaching and Welfare Committee

The T&W committee met on the 12th Feb and they were introduced to the new Insights pupil data platform, sample outputs on the google drive. JD expressed the desire for some training on the platform since it is clearly very valuable, but without knowing how to slice the data and know what is available, we are not going to get the most out of it. NOH said that staff training is scheduled for April.

JD noted that there is nothing alarming in the data and across the board all cohorts are doing well. It has been mentioned about getting a therapy dog in school, NOH said it is still on the cards but legality and health and safety aspects need to be ironed out first.

JD mentioned that since such exceptional progress has been observed with the current

Signed.....

J Disdale

21/6/22

<p>Y6 cohort, are there lessons that can be learned here that could be implemented elsewhere in the school? NOH said that it could be related to having the same teacher though Y5 and Y6 and this is being looked at as a possibility for next year and maybe in other year pairings too.</p> <p>SH asked if governors could be invited into more in school events? NOH mentioned that gold book assemblies on Friday are a good time to come in to see the celebration of achievement on a weekly basis. Other than that there is a Y6 leavers celebration which could be attended.</p>		
<p>10. Artsmark</p> <p>Mo and BS explained to the GB the Artsmark project where it came from, its national recognition and for such a creative school, how well it aligns with the culture of the school.</p> <p>Mo developed a statement of intent and action plan which includes</p> <ul style="list-style-type: none"> ● Developing writing by using art (working with the Palace Theatre in Watford) ● Christian distinctiveness ● Wellbeing <p>MB mentioned that she would love to link in with Mo especially with the welfare aspect on behalf of the GB.</p> <p>MG thanked Mo for the presentation.</p>		
<p>11. Christian Distinctiveness</p> <p>Following on from an action point in the SIAMS report, BS gave an update on the Christian Distinctiveness work at the school.</p> <p>BS has been in discussion with the Diocese and will run a series of questionnaires with the pupils, staff, parents and governors about what makes the school distinctively Christian.</p> <p>BS then led us in a five minute brainstorm of what the GB think make the school distinctively Christian, and MdS asked that if there are ideas that the GB can think of that would demonstrate this whether or not we do it already then it is also worth contributing.</p> <p>BS took notes of the discussion and will feedback at a later date.</p> <p>MG recorded the GBs thanks to Bridget, Mo and Michelle for their efforts in this area.</p>		
<p>12. Nomination of new Chair</p> <p>Due to MG standing down as a member of the GB and chair, a new chair needs to be appointed. JD was the only nomination so while JD was asked to leave the room while the remaining members discussed.</p>		

Signed.....

J. M. Stale 21/6/22

<p>After JD returned MG informed her that she was unanimously welcomed into the position and that we are very grateful to her for volunteering.</p> <p>JD taking the role of Chair leaves an opening for the chair of the Learning and Welfare committee which MB volunteered for. MG and JD thanked her for volunteering.</p>		
<p>13. Chairs final business</p> <p>MG said that he feels we should all be very proud of where we have taken the school from where it was five years ago. Most of the praise needs to be levelled at NOH and the SLT of the school and the school are so lucky to have this team.</p>		
<p>14. AOB</p> <p>JD thanked MG for his chairship over the past years and wished him well for everything in the future. This was echoed by the rest of the GB.</p>		
<p>15. Next meeting dates</p> <ul style="list-style-type: none"> ▪ Thursday 17th June 2021 18:30 		

The meeting closed at 19:57 pm

Signed.....

JDisdale 21/6/22

