

NORTH EALING PRIMARY SCHOOL

The 3rd Full Governing Body Meeting for 2019-20 was held on Wednesday 1 July 2020

The Meeting was held Via Zoom

MINUTES

Agenda items	Actions				
<p>Attendees: Jackie Blazewicz (JB) Lynne Dallow (LD) Andrew Dharman (AD) Sally Flowers (SF) Joanne Gravestock (JG) Debbie Keenan (DK) Dan Lawrie (DL) Helen Rai (HR) Sarah Symes (SS) Liza Webber (EW) Monika Nangia (MN)</p> <p>Also in attendance: Michael Belsito (MB) Marcia Bruley (MBr) Sarah Gordon</p>					
<p>1. Welcome DK welcomed everyone to the last meeting of 2020 – 2021.</p>					
<p>2. Apologies For absence Apologies were received from Isobel Swarc (IS). All other Governors were in attendance.</p>					
<p>3. Authorised / Unauthorised absence The absence for IS was authorised.</p>					
<p>4. Declaration of Any Other Business (AOB) There were no declarations of other business.</p>					
<p>5. Declaration of Interest in any Agenda Items There were no declarations of interest in any agenda items.</p>					
<p>6. Headteacher's Report The Headteacher's Report was pre-circulated.</p> <ul style="list-style-type: none">DK opened by saying a huge thank you to SF, the SLT and all staff for everything they have done during lockdown.					
<table border="1"><thead><tr><th data-bbox="129 1854 248 1890">Page</th><th data-bbox="248 1854 1182 1890">Topic / Comments</th></tr></thead><tbody><tr><td data-bbox="129 1890 248 2065">2</td><td data-bbox="248 1890 1182 2065">School Context<ul style="list-style-type: none">We will probably have 20 EHCP by Christmas.The number of PPG pupils will probably rise further; we have already seen a significant increase from 87 in November 2019 to 104 in June 2020.</td></tr></tbody></table>	Page	Topic / Comments	2	School Context <ul style="list-style-type: none">We will probably have 20 EHCP by Christmas. The number of PPG pupils will probably rise further; we have already seen a significant increase from 87 in November 2019 to 104 in June 2020.	
Page	Topic / Comments				
2	School Context <ul style="list-style-type: none">We will probably have 20 EHCP by Christmas. The number of PPG pupils will probably rise further; we have already seen a significant increase from 87 in November 2019 to 104 in June 2020.				

3	<p>Admissions</p> <ul style="list-style-type: none"> • We are in a strong position for both Reception (26 on waiting list) and Nursery (21 on waiting list). • Overall we have 7 vacancies across the school. 	
4,5,6	<p>Covid 19</p> <ul style="list-style-type: none"> • The Risk Assessment has been updated. • 72 children from Year 6 started on Monday. <ul style="list-style-type: none"> ○ They were desperate to get back. ○ Parents kept away from the gate. ○ There will be an event to say goodbye to Year 6. Just under 50% are going to Ada Lovelace. • 78 families are taking FSM vouchers. • All FSM families will get vouchers for the summer. • We met with WLTA yesterday re September. <ul style="list-style-type: none"> ○ Our preference is for a full return rather than a blended approach. ○ We are waiting for guidance for September tomorrow. ○ Government plans will be finalised by 11 August. • SF will be on site during the summer holidays. • JG asked if there was any guidance re catch up from September. <ul style="list-style-type: none"> ○ No. ○ Quality first teaching. ○ We will baseline in the first half term. <ul style="list-style-type: none"> □ Our initial focus will be on wellbeing and then Maths / English. • DL asked if there was any scope to increase Place2Be. <ul style="list-style-type: none"> ○ No. ○ We will be upskilling staff on wellbeing starting with Zoom training on Friday. ○ AD asked if there was a place for the PTA to bring in the community. <ul style="list-style-type: none"> □ Possibly, although not at this stage. □ SF explained that she had met with a couple of members of the PTA last week; the PTA currently have a balance of c.£50K. They are however taking a cautious approach to spending. □ HR suggested that the PTA could fund Place2be could fund Place2Be for say 6 months. • SF said that she had spent 1.75 hours on the gate talking to children. • AD asked about the educational impact of being out of school. <ul style="list-style-type: none"> ○ SF reminded Governors that she had talked through the recovery curriculum in the Headteacher's Report. ○ There is not much data out there. ○ Anxiety. ○ Lack of social interaction. ○ Needs more investment in relationships. 	
6, 7	<p>Predicted Grades</p> <ul style="list-style-type: none"> • We need to be cautious as these are pre lockdown; do not read too much into this data. • DL asked for a view on Power Maths. <ul style="list-style-type: none"> ○ MBr said that the children like it. ○ There is no real data at present. ○ SF said that the children were engaged. ○ SF added that it was really a blended approach. 	

	<ul style="list-style-type: none"> ○ We have signed up for another year of Maths Hub. ● Reports will go out to parents on 15 July. 	
10	<p>Online Learning</p> <ul style="list-style-type: none"> ● AD provided positive feedback on Google Classroom. ● SF thanked staff for this, especially the phase leaders. 	
12	<p>Curriculum</p> <ul style="list-style-type: none"> ● RSE and Health Education is compulsory from September. <ul style="list-style-type: none"> ○ All year 6 children will have 2 sessions prior to transition. 	
13	<p>Ofsted</p> <ul style="list-style-type: none"> ● There will be no inspections before the Spring Term. ● Ofsted will be visiting schools in the Autumn Term but there will be no judgements. 	
13	<p>Safeguarding</p> <ul style="list-style-type: none"> ● Reporting procedures have not changed. ● We have continued to work with agencies. ● We received a couple of calls regarding domestic violence. ● We were regularly calling c. 40 families. <ul style="list-style-type: none"> ○ 50% of these are back, and we are seeing more coming back. ● AD pointed out that cases of domestic violence have increased by 50% during lockdown. 	
14	<p>SEN</p> <ul style="list-style-type: none"> ● The ASD children are much calmer in small bubbles. ● JG reported that she attended the SEN Governor training and noted that we already do everything that was recommended. 	
16	<p>School's Travel Scheme</p> <ul style="list-style-type: none"> ● The PCA have offered to support our bid for the school streets programme – we await a response. 	
	<p>Staffing</p> <ul style="list-style-type: none"> ● There has been a lack of guidance from the LA re staffing. ● SG said that we have been relaxed / cautious with staff over Covid 19. ● SF said that we have negotiated with a couple staff who will not be shielding from 1 August. <ul style="list-style-type: none"> ○ We may need to go down the Medical Capability Procedure route. ● Most staff are now back. ● DL asked if we would receive any support for staff costs. <ul style="list-style-type: none"> ○ No. 	
<p>a) Teaching and Learning Policy Addendum.</p> <ul style="list-style-type: none"> ● This was pre-circulated. ● Approved. <p>b) North Ealing Online Learning Environment</p> <ul style="list-style-type: none"> ● This was pre-circulated. ● Noted. <p>c) Covid 19 Addendum to the Behaviour for Learning Policy</p>		

<ul style="list-style-type: none"> • This was pre-circulated. • APPROVED. <p>d) Place2be Termly Activity Report</p> <ul style="list-style-type: none"> • The report was pre-circulated. • SF advised that Place2Be have been actively involved during Lockdown. <p>e) SEND report to Governors July 2020.</p> <ul style="list-style-type: none"> • The report was pre-circulated. • Noted. 	
<p>7. Governing Body Matters</p> <p>a) Governing Body Vacancies</p> <ul style="list-style-type: none"> • We currently have 2 Parent Governor vacancies and 1 Co-opted Governor vacancy. <p>b) Election of Chair of Governors</p> <ul style="list-style-type: none"> • Term of Office <ul style="list-style-type: none"> ○ It was agreed to fix this at 2 years. • DK said that she would be happy to stand again. <ul style="list-style-type: none"> ○ There were no other nominations. ○ A vote was taken, and DK was elected unanimously. <p>c) Election of Vice Chair of Governors</p> <ul style="list-style-type: none"> • Term of Office <ul style="list-style-type: none"> ○ It was agreed to fix this at 2 years. • AD said that he would be happy to stand again. <ul style="list-style-type: none"> ○ There were no other nominations. ○ A vote was taken, and AD was elected unanimously. 	
<p>8. Agree the minutes of the Full Governing Body Meeting on 13 May 2020 These were agreed as a true and accurate record of the meeting.</p>	
<p>9. Matters arising from the Full Governing Body Meeting on 13 May 2020:</p> <p>a) Matters arising from the meeting on 27/11/2019.</p> <ul style="list-style-type: none"> • Closed – see agenda item 10. <p>b) 6 Policies to be circulated for approval.</p> <ul style="list-style-type: none"> • Closed – all policies were approved. 	
<p>10. Matters arising from the Full Governing Body Meeting on 27 November 2019</p> <p>a) SF to speak to Therese McNulty re Policy review Schedule.</p> <ul style="list-style-type: none"> • Closed. • AON tabled a proposal to update the Policy Review Schedule; policies will be approved by the Headteacher / committees where possible. • APPROVED. <p>b) DK / SF to check with AON re GB Membership.</p> <ul style="list-style-type: none"> • A schedule of current Governors and vacancies was pre-circulated. • We currently have 2 Parent Governor Vacancies and 1 Co-opted Governor vacancy. • It was agreed that we would not look to fill these vacancies at this time as we have a good mix of skills and experience across the GB including a number of parents. • <u>DK said that she would allocating more curriculum areas to Governors.</u> <p>c) DL to provide a photograph for the School Website.</p> <ul style="list-style-type: none"> • <u>DL was reminded that this was still outstanding.</u> 	<p>DK</p> <p>DL</p>

<p>d) Curriculum & Standards Minutes carried forward.</p> <ul style="list-style-type: none"> • Closed – these were pre-circulated. <p>e) Resources Minutes carried forward.</p> <ul style="list-style-type: none"> • Closed – these were pre-circulated. <p>f) Pay Panel Minutes.</p> <ul style="list-style-type: none"> • Closed – DK reminded Governors that these were reviewed in the confidential section of the November meeting. <p>g) Curriculum & Standards ToR carried forward.</p> <ul style="list-style-type: none"> • Closed – these were pre-circulated. • APPROVED. 	
<p>11. Committee Minutes for noting:</p> <p>a) Resources – 24/06/2020</p> <ul style="list-style-type: none"> • These were pre-circulated. • AD took the opportunity to thank LJ for agreeing to both take on the role of PTA link Governor and for agreeing to support the school with the summer building works. 	
<p>12. Policies / Documents for adoption</p> <p>There were no policies / documents for approval.</p>	
<p>13. Correspondence to the Chair of Governors</p> <p>There has been no relevant items of correspondence.</p>	
<p>14. Governor Visits</p> <p>a) Single Central Record</p> <ul style="list-style-type: none"> • AD confirmed that during Lockdown there have been no changes to the Single Central Record. • AD will review the SCR again in September. <p>b) Covid 19</p> <ul style="list-style-type: none"> • DK's notes following her visit to the school earlier today were ore-circulated. <p>c) Governor Visit day – 4 March 2020</p> <ul style="list-style-type: none"> • The minutes were pre-circulated. 	
<p>15. Any Other Business (as agreed above)</p> <p>a) Term Dates 2021 – 2022</p> <ul style="list-style-type: none"> • HR asked if the Term Dates for 2021 – 2022 had been approved. • <u>SF to arrange for these to be circulated to Governors for approval.</u> <p>b) Parents Contacting the Chair of Governors</p> <ul style="list-style-type: none"> • DL said that he had been approached by a Parent asking how to contact the CoG. <ul style="list-style-type: none"> ○ DL was advised that any parent should contact the CoG via the school. ○ <u>It was agreed that Parents should be reminded about the role of Governors.</u> <p>c) Items approved by e-mail:</p> <ul style="list-style-type: none"> • Extension to school meals contract. • Accessibility Plan. • Child Protection Policy. • Covid 19 Addendum to Child Protection and Safeguarding Policy. • Code of Conduct for School Employees. 	<p>SF</p> <p>SF</p>

<ul style="list-style-type: none"> • Disciplinary Procedures. • Governors Allowances Policy. • Grievance Procedure. • Medical Capability Procedure. • Recruitment and Selection Policy. 	
<p>16. What have we achieved as a result of this meeting</p> <ul style="list-style-type: none"> • Received the Headteacher’s Report. • Received an update on Covid 19. • Elected chair of Governors. • Elected vice chair of Governors. • Reviewed the Policy Review Schedule. • Agreed that HR would provide an update on the Ofsted Framework in the Autumn Term. 	
<p>17. Date and time of next meeting <u>AON to send draft dates to SF and DK for approval.</u></p>	

Meeting Closed at 20:35.