

NORTH EALING PRIMARY SCHOOL

The 2nd Full Governing Body Meeting for 2020 - 2021 was held on Wednesday 24 March 2021

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) Lutz Johnen (LJ) Debbie Keenan (DK) Dan Lawrie (DL) Helen Rai (HR) Sarah Symes (SS) Liza Webber (EW) Monika Nangia (MN) Isobel Sward (IC)</p> <p>Also in attendance: Michael Belsito (MB) Marcia Bruley (MBr) Sarah Gordon</p>	
1. Welcome	
2. Apologies For absence N/A – All Governors were in attendance.	
3. Authorised / Unauthorised absence N/A.	
4. Declaration of Any Other Business (AOB) SF: Budget Update.	
5. Declaration of Interest in any Agenda Items There were no declarations of interest in any agenda items.	
6. Headteacher's Report The headteacher's report was pre-circulated. <ul style="list-style-type: none">• We are seeing lots of mobility.• The nursery is full.• The incoming children have come with lots of challenges.<ul style="list-style-type: none">○ We baseline quickly.• There are 600 vacancies across Ealing for September.• 10 staff are off today:<ul style="list-style-type: none">○ Some with Covid.○ Some shielding.○ 2 long term sick.• SF, MBe and MBr will have completed 1:1's with all staff before Easter.<ul style="list-style-type: none">○ Staff thought that they were supported when they were off.	

<ul style="list-style-type: none"> • We will arrange a staff survey after Easter. • We have had one resignation from a teacher who is going to work abroad. • The remote learning survey was covered in depth at curriculum – it was very positive. <ul style="list-style-type: none"> ○ DK observed that the feedback was all really positive. ○ DL said that things were really positive across the 3 year groups that he had experience of. ○ SF stated that everything was ready to go for the hubs/ those shielding. • We have done a lot of work on priorities. • We are currently assessing / baselining. <ul style="list-style-type: none"> ○ C. 60% / 75% are on track. ○ Target setting is scheduled for next Wednesday. <ul style="list-style-type: none"> □ We are looking to increase the hours for some staff. • SF said that she is very proud of the staff. • Our 2 NQT's have done really well. <ul style="list-style-type: none"> ○ 1 was covering Maternity leave. ○ We have now offered her a permanent position. • DK asked about last year's phonics results. <ul style="list-style-type: none"> ○ The same as this year (90%). • Reception children have all been assessed. <ul style="list-style-type: none"> ○ Interventions are planned, including NELI (Nuffield early learning Institute) which focuses on speaking and listening. • All staff have had their mid-term Performance Management Review. <p>DK asked how we want to use the Questions / Actions which SF has included in her report.</p> <ul style="list-style-type: none"> • SF pointed out that these are things that governors need to know. • SF added that these questions will be very useful in committees. <p>The Place2Be Termly Activity Report was pre circulated.</p> <ul style="list-style-type: none"> • We have a full complement of Counsellors. 	
<p>7. Governing Body Matters</p> <p>a) Governing Body Vacancies</p> <ul style="list-style-type: none"> • LJ is now a co-opted Governor. • Parent Governor x 2 <ul style="list-style-type: none"> ○ It was agreed that we would defer the election until September. <p>b) Director's Report</p> <ul style="list-style-type: none"> • <u>AON to send a copy to JO.</u> 	AON
<p>8. Agree the minutes of the Full Governing Body Meeting on 25 November 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 25 November 2020:</p> <p>a) AD to copy papers re Mental Health / wellbeing to SF.</p> <ul style="list-style-type: none"> • Closed. <p>b) SF to arrange a Staff Wellbeing Survey.</p> <ul style="list-style-type: none"> • <u>Carried forward.</u> <p>c) DK to discuss future membership with LJ.</p> <ul style="list-style-type: none"> • Closed. <p>d) AON to submit the revised IOG.</p>	SF

<ul style="list-style-type: none"> • Closed. <p>e) DK to allocate Curriculum areas to Governors.</p> <ul style="list-style-type: none"> • JO: SEN • AD: Safeguarding • LD: Health & Safety • IS: Wellbeing / RSE • MN: Curriculum Development • XX: Rights Respecting 	
<p>10. Committee Minutes for noting: Both sets of minutes were pre-circulated.</p> <p>a) Curriculum & Standards – 17 March 2021</p> <ul style="list-style-type: none"> • Noted. • Whilst no data was available, we have been regularly baselining. <ul style="list-style-type: none"> ○ We will have data in the summer term. <ul style="list-style-type: none"> □ This could be impacted if hubs have to isolate. • SF said that the push is now on with the next steps. <ul style="list-style-type: none"> ○ Less data drops. ○ There will be an update on impact. <p>b) Resources – 17 March 2021</p> <ul style="list-style-type: none"> • Noted. • AD expressed his thanks to SG and SF for the close control of the budget. 	
<p>11. Policies / Documents for adoption All policies / Documents were pre-circulated.</p> <p>a) Governor Visit Protocol</p> <ul style="list-style-type: none"> • SF advised that this has been “tweaked”. • Approved. <p>b) Harassment and Bullying Guidelines</p> <ul style="list-style-type: none"> • <u>Carried forward.</u> <p>c) Mission Statement</p> <ul style="list-style-type: none"> • Approved. <p>d) Procedure for Dealing with Allegations of Abuse Against Staff</p> <ul style="list-style-type: none"> • Approved. <p>e) SFVS</p> <ul style="list-style-type: none"> • Approved. <p>f) Terms of Reference – Resources</p> <ul style="list-style-type: none"> • Approved. <p>g) Work / Life Balance Policy</p> <ul style="list-style-type: none"> • SF advised that this has been updated. • Approved. 	<p>Agenda</p>
<p>12. Correspondence to the Chair of Governors There were no items of correspondence.</p>	

<p>13. Governor Visits</p> <ul style="list-style-type: none"> • AD has reviewed the Single central Record. <ul style="list-style-type: none"> ○ The visit report was pre-circulated. • It was suggested that Governors undertake “remote / virtual” visits which could be spread out through the summer term. <ul style="list-style-type: none"> ○ Link Governors would meet up with their opposite number in the school. • SF agreed that this would be a good idea. • <u>HR to send an outline example of how these visits are run at her school.</u> 	HR
<p>14. Any Other Business (as agreed above)</p> <p>DK thanked SF and the whole team for everything that they have done this term.</p> <p>SF advised that for the first time in 19 years we will be able to balance the budget without the need to need to utilise any of the reserve.</p> <ul style="list-style-type: none"> • SF took the opportunity to congratulate SG. 	
<p>15. What have we achieved as a result of this meeting</p> <ul style="list-style-type: none"> • Received an update on budget. • Received the Headteachers very detailed report. • Agreed to defer the Parent governor election until the autumn term. • Approved policies. • Agreed to undertake “virtual” visits. • Agreed the SFVS. 	
<p>16. Date and time of next meeting</p> <p>Wednesday 28 April 2021 at 7PM (Budget)</p>	