



St George's Primary School

Full Governor Body Meeting

Thursday 18 March 2021

Virtual Meeting (via Google Meet) 5:30pm

Present

Community Governors

P. Walters
B. Clark
A. Lee
J. Marshall
M. Wiggins
A. Ward

Parent Governors

C. Scott
J. King
T. Robinson

FGB Chair

Staff Governors

B. Cassidy
H. Rice

Head Teacher

Also Present

K. Choudhary
M. Chambers
C. Roberts

Clerk

Apologies

C. Lucking
P. Dunning

Item 1 Welcome, Apologies and declarations of AoB

- 1.1 Apologies noted and received as above.
- 1.2 FGB welcomed new Parent Governors J. King and T. Robinson to their inaugural meeting.

Item 2 Declaration of any business or pecuniary interests

- 2.1 There was no declaration of any business or pecuniary interests.

Item 3 Minutes of previous meeting and action points

- 3.1 Minutes accepted as a true and accurate record.
- 3.2 All actions from previous meeting have been completed or are to be discussed in the meeting.

Item 4 Management of COVID-19

- 4.1 Circulated as part of the papers.
- 4.2 SLT provided an opportunity for update on current actions related to management of Covid-19, highlighting the following areas for discussion;
 - Lockdown Procedures
 - School Safety Plan
 - Understanding Risk
 - Staffing Issues
 - Return to School
 - Growth Plans moving forward
- 4.3 **Understanding Risk:** SLT stated that they have had to engage with some myth busting exercises regarding risks to children and staff. Presentations delivered online for staff and families around national guidance and data. Evidence suggests that unless there is a significant variation in the virus, then there should not be another national lockdown. It was suggested that the biggest challenge for schools will be as the country enters winter months.
- 4.4 **Staffing issues:** FGB informed that the school has three members of staff that are Clinically and Extremely Vulnerable (**CEV**) and SLT are unsure whether or not these staff members will be able to return to school after Easter. Note guidance received at 18.30 on 18/03 confirming that they will.
 - 4.4.1 FGB asked what the school's stance on CEV given the national guidance suggests that shielding will end 31 March 2021?
 - 4.4.2 **RESOLUTION:** SLT suggested that this date could be extended and Wirral Public Health team has been informed that this suggested 31 March 2021 is not set in stone. SLT highlighted that the most recent evidence suggests that the COVID-19 figures for Wirral are currently at 47 per 100,000 cases. If staff do return, individual risk assessments will be applied.
- 4.5 **Return to School:** SLT stated that the school has enjoyed 99% attendance rate in the first week and 98% in the second week.
 - 4.5.1 SLT stated that pupils and families are very happy that they are allowed back to school.
 - 4.5.2 SLT suggested that they have some concerning issue with pupil's mental stamina for structured lessons alongside their physical and mental health. As such, SLT will be looking to restore the Golden Mile and other initiatives in the summer term.

- 4.5.3 SLT stated that the P.E team have a special PE staff meeting to further discuss COVID-19 post lockdown physical health interventions.
- 4.5.4 M. Wiggins asked (in his capacity of Lead PE Governor) if any meeting notes from this meeting that they are shared?
- 4.5.5 **ACTION 1(03/21):** SLT to circulate meeting notes and actions from any task and finish group meetings regarding COVID-19 post lockdown physical health interventions.

5. Premises Development

- 5.1 Circulated as part of the papers.
- 5.2 SLT shared concept designs for lower site 1st floor mezzanine with FGB. It is proposed that this will be a multi-functional space.
- 5.3 FGB informed that the school has applied for DfE/LA Growth Funding which is accessible for schools that have seen a significant increase in size and as such, greater capacity need. This bid is for c.£70k.
- 5.4 SLT stated that if the school is successful in this bid, this will be transformational in terms of space and resources.
- 5.5 If successful with this bid, it will release £40k of school budget for other adaptations including creative arts hub in EYFS, meeting room at top site.

Item 6 Jump Ahead Tuition Update

- 6.1 Circulated as part of the papers.
- 6.2 SLT envisage that the [Jump Ahead Tuition](#) program will initially run from April 2021 to 2022 with £108k ringfenced funding allocated. This is a long-term project moving forward.
- 6.3 SLT stated that the school looked at 47 delivery partners for the nationally and have decided on 3 partners for commissioned areas of work, which will focus on;
- **Targeted Provision:** 1:1 provision in school hours focusing on specialist diagnostic provision.
 - **Professional Tuition Partnership:** 1:3 provision after school hours focusing on meta-cognition
 - **White Rose Mathematics:** 1:3 provision remote learning provision focusing on core mathematics.
- 6.4 Alongside the school's tuition partners, the school will be offering 'in house' provision, which will focus on;
- **Mathematics:** 1:3 face to face tuition after school or Saturday mornings.
 - **English:** 1:3 face to face tuition after school or Saturday mornings.
 - **High Ability Writing Attainment:** 1:3 face to face tuition after school or Saturday mornings.

- 6.5 FGB asked if staff have agreed to deliver on Saturday mornings?
- 6.6 **RESOLUTION:** SLT stated that a number of school staff have volunteered their services.
- 6.7 SLT stated that access to digital devices will not be a barrier to engaging with this provision as the school will ensure that those that need access, will have it.
- 6.8 FGB asked if does this programme only start at Year 1 – what about EYFS?
- 6.9 **RESOLUTION:** SLT stated that EYFS is not currently funded however this will be revisited at the beginning of academic year 2021/22. SLT stated that the school is currently engaged with other recovery funding streams for EYFS to develop speech and language.
- 6.10 FGB asked if the school if prioritising specific pupils is Year 6 or the whole cohort?
- 6.11 **RESOLUTION:** SLT stated that the school will be making the offer to as many Year 6 cohort as possible but they are limited to the number of staff in tutor partnerships trained to deal with Year 6. However they will have the greatest share of resources.
- 6.12 FGB asked is there any linkage with local secondary school with regards Year 6 progression?
- 6.13 **RESOLUTION:** The school has feedback sessions with secondary schools to discuss all pupil's progression and learning journey.

Item 7 SVFS Report

- 7.1 Circulated as part of the papers.
- 7.2 SLT provided an overview of the school's financial controls audit as per DfE requirements and informed that this report has been reviewed at R&PC.
- 7.3 FGB reminded that this report has to be ratified by FGB.
- 7.4 **DECISION TAKEN:** SVFS Report ratified.

Item 8 DPO report on GDPR

- 8.1 Circulated as part of the papers.
- 8.2 FGB informed that the school uses an audit sheet to help produce the report and that all papers have moved to electronic format. Report highlights included;
- There have been no issues related to data protection.
 - All records are now digitalised on Scholar Pack.
 - Reorganised administration team roles. Now an officer responsible for SEND and safeguarding procedures
- 8.3 FGB asked if there are safeguards in place to assist parents who are not comfortable using technology and/ or do not have access to digital device to complete appropriate forms/ documents?

- 8.4 **RESOLUTION:** SLT stated that school (in certain circumstances) will paper version available. Once completed and returned to school, staff will 'upload' paperwork electronically on stakeholders' behalf and shred all original paperwork.

Item 9 Key Policy Updates

- 9.1 Circulated as part of the papers.
- 9.2 FGB informed that the following documents have been updated;
- **Health and Safety Policy (update following LA advice):** FGB informed that this is a LA Policy. SLT has worked through the policy and they are happy with it.
 - **Equality Policy (updated after changes in legislation):** FGB informed that the school has used The School Bus platform to help inform and updated this policy.
 - **Attendance Policy (updated after LA guidance):** FGB informed that this is a LA Policy. SLT has worked through the policy and suggested that this version is much better than the previous version and welcome the update.
 - **Positive Behaviour Policy (updated for Scholar Pack recording):** Minimal wording revision.
 - **Anti-Bullying Policy (updated for Scholar Pack recording):** Minimal wording revision.
- 9.3 With regards to the Anti- Bullying Policy, FGB asked if there has been an increase in home learning bullying?
- 9.4 **RESOLUTION:** No. SLT did reflect that this can be an issue with pupils feeling emboldened using a keyboard rather than verbal communication but the school has no seen any increases.
- 9.5 **DECISION TAKEN:** All key policies agreed. **RATIFIED**

Item 10 Committee Updates

- 11.1 Circulated as part of the papers.
- 11.2 K. Choudhary invited comments from FGB on any on the committee meetings.
- 11.3 **DECISION TAKEN:** FGB accepted the minutes from all committees.

Item 11 Clerk Items

- 11.1 Circulated as part of the papers.
- 11.2 **Wirral Governors Networking Session:** K. Choudhary reminded FGB that these sessions are being held regularly and that these sessions provide;
- An opportunity to support, network, share ideas, insight and best practice;
 - To develop knowledge, skills and confidence in areas that relate to the short-, medium- and long-term role and responsibilities of Governors;

- A forum to provide a voice for Governors, Chairs and Vice Chairs; and,
- The Provision of Tools and resources to assist in the role and responsibility for school Governance

11.2.1 FGB reminded that the next session will be held at 6pm – 7.30pm on Wednesday 24 March 2021

11.3 **Governor Skills Audit:** Circulated as part of the papers.

11.3.1 K. Choudhary highlighted that collated results of the skills audit and highlighted that there are no specific areas of collective concern highlighted in the six heading sections;

- Strategic Leadership
- Accountability
- People
- Structures
- Compliance
- Evaluation

11.3.2 K. Choudhary thanked FGB for their endeavours in completing the audit.

11.3.3 C. Scott and B. Cassidy thanked Clerk for such a well-presented audit. Felt that this will help the governing body target further training and move forwards.

Item 12 Quick Updates

12.1 Circulated as part of the papers

12.2 SLT highlighted the following;

- Congratulations Laura Horton on completing NPQH
- Simeone White new Wirral Director of Children's Service
- B. Cassidy enrolled on national research lead programme with Chartered College. 4-5 staff to become research leads through diploma for evidence-based practice.

Item 13 Staff Forum

13.1 Circulated as part of the papers.

13.2 FGB informed that the school has established a staff forum, with members from each team. This group feeds back to the Head Teacher.

13.3 The focus of the group is to support cross school communication lines and look toward solution focused outcomes.

13.4 FGB informed that the first meeting was a few weeks ago and it was well received.

13.5 FGB asked how does the school make sure that the information from the meeting is devolved to all stakeholders and not contained within silos?

- 13.6 **RESOLUTION:** Feedback is contained within the staff bulletin for transparency. Time must be provided in all departmental meetings for discussion. It is recognised that staff members will need to be changed fairly regularly however there is a need to balance cohesiveness.
- 13.7 FGB asked if SLT has considered delivering the videocast bulletins?
- 13.8 **RESOLUTION:** SLT suggested that sometimes the complexity of the information is challenging. It was suggested that staff have stated that information that is important but not critical is best collated and shared via the bulletin weekly.
- 13.9 FGB noted a reference to mindset and concerns expressed about levels of work and deadline requirements?
- 13.10 **RESOLUTION:** SLT stated that if there are any concerns regarding workloads, staff can raise the issue and SLT will diligently look at the work levels in specific instances and unpick the issues raised.
- 13.11 FGB asked is there has been any progress on the MH kitemark discussed in the previous meeting?
- 13.12 **RESOLUTION:** SLT chased this issue in February 2021. It was suggested that the delay is logistical due to COVID-19 and that SLT are not too concerned by the delay.

Item 14 AOB

- 14.1 None

Item 15 Date of next meeting

- 15.1 Meeting finished at 6:45pm
- 15.2 **Next meeting:** Thursday 10 June @ 5:30pm

Item	Summary of actions from meeting	Whom	Date to be completed
4.5.5	ACTION 1(03/21): SLT to circulate meeting notes and actions from any task and finish group meetings regarding COVID-19 post lockdown physical health interventions.	SLT	Ongoing