



# St George's Primary School

## Full Governor Body Meeting

Thursday 17 March 2022

Lower Site Main Hall 5:30pm

### Present

#### Community Governors

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

#### Parent Governors

C. Scott  
J. King  
C. Lucking

FGB Chair

#### Staff Governors

B. Cassidy  
H. Rice

Head Teacher

#### Also Present

K. Choudhary  
T. Skarratts-Jackson

Clerk

#### Apologies

P. Dunning  
J. King  
W. Alderton

### Item 1 Welcome, Apologies and declarations of AoB

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1.1 Apologies noted and received as above.

### Item 2 Declaration of any business or pecuniary interests

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

### Item 3 Minutes of previous meeting and action points

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3.1 Minutes accepted as a true and accurate record.

3.2 Most actions from previous meeting have been completed or are to be discussed in the meeting.

- 3.3 **ACTION 2(11/21):** FGB reminded that Managing Complaints Training was confirmed but given the COVID-19 challenges the school faced post Xmas '21, the decision was taken to cancel and rescheduled.
- 3.4 **RESOLUTION:** SLT to confirm new date/ time for Managing Complaints Training.

#### **Item 4                    Management of COVID-19**

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- 4.1 Circulated as part of the papers.
- 4.2 SLT highlighted on current actions related to management of COVID-19.
- **Safety Plan**
  - Positive Covid Cases on 10/03 16 pupils, 4 staff. At the time of this meeting these numbers have doubled.
  - **Understanding Risk:** SLT suggested that while the risk is decreasing, the schools need to managed the risk of disruption to school logistics i.e. safety, operational and cover staff should there be another outbreak.
  - **Testing Conundrum:** SLT suggested that not having testing is going to be a challenge. FBG reminded that DFE have said that school do not have to test but the school has c.200 testing for staff with symptoms.
- 4.3 FGB ask what are the plans for testing after Easter half term.
- 4.4 **RESOLUTION:** SLT suggested that the school may have to purchase test as symptomatic people are advised not to be in work. Without testing we envisage high levels of staff absences.

#### **5.                           Premises and Budget Development**

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- 5.1 Circulated as part of the papers.
- 5.2 FGB updated on the planned mezzanine and reminded that funding was allocated nearly a year ago but there has been delayed to progression as there are severe staff shortage in Wirral LA.
- 5.3 SLT stated that the funding for the work is in place (and has not been withdrawn) but Wirral LA will not allow the school to manage the budget which results in significant unintended consequences.
- 5.4 SLT outlined the indicative programme of works;
- March - Steelwork drawings – Initial completed (detailed design part of the design tender pack)
  - March/April – Contract documents being drawn up i.e. Prelims, Employers Requirements, Tender Docs etc
  - May – Out to Tender
  - June – Tender In, qualification of tender, contractors' proposals received, approvals & contractor notification to start.
  - July (date to be agreed with school) – Start on site
  - Sept/Oct – Completion & handover.
- 5.5 The school has received its 2022-23 budget allocation. SLT will present the budget to governors in due course.

- 5.6 Overall, there is an increase of £83k to the school budgets. In addition, there is a 'one off' grant to cover national insurance levy.
- 5.7 SLT stated that the school faces significant funding challenges.
- 5.8 FGB informed that there has been a clawback by EU of €12,400 on the Malta project. This is because the school has been unable to complete all the projects due to COVID-19 considerations.
- 5.9 The school has received staff insurance quotes and the decision has been taken to stick with the existing provider as represents best value for money.
- 5.10 FGB asked if all staff are covered for all services?
- 5.11 **RESOLUTION:** SLT, Teachers, TA's, Admin and Premises staff are cover for all services. All staff are included in the wellbeing services.
- 5.12 SLT highlighted the following funding challenges;
- [DFE advice](#) instructing school to plan budgets over multiple years to make best use of 'frontloaded' funding settlement.
  - Salary increases will come out of school budgets.
  - The school is project c. 300% in fuel and food costs
  - 1.25% National Insurance Levy
  - DfE Staffing Costs Claim: FGB informed that the school is making a claim (up to £20,000) but not budgeting incase the school is unsuccessful.
  - Kingsbridge Funding 2022-23 (0.4 secondment proposal)
- 5.13 FGB asked is a low carbon alternative being looked at Wirral LA for fuelling considerations?
- 5.14 **RESOLUTION:** SLT suggested that there is a very limit Wirral LA strategy regarding low carbon alternatives.

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## Item 6                      Staffing Consultation

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- 6.1 Circulated as part of the papers.
- 6.2 SLT outlined proposed changes to improve supervision at lunchtime, highlighting that this is one of the toughest areas of supervision and historically difficult to recruit to, with low retention rates.
- 6.3 FGB informed that the school did not have to consult staff but did, including reaching out to Unison before staff.
- 6.4 The school is creating new staff teams and contract conditions with TA staff - this will result in an increment raise.
- 6.5 SLT stated that the consultation has gone really well.

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## Item 7                      School Development Plan Review

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- 7.1 Circulated as part of the papers.
- 7.2 SLT stated that normally goes to C&PC however this was not ready for discussion.

- 7.3 SLT highlighted that the report is RAG and there is no red in the document and that they are happy with what has been achieved despite the challenges facing the school.
- 7.4 FGB stated that its commendable that the school is still hitting targets despite challenges.

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**Item 8 SVFS Report**

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- 8.1 Circulated as part of the papers.
- 8.2 SLT gave an overview of school's financial controls audit as per DfE requirements.
- 8.3 FGB reminded that this has been reviewed by members of R&P committee but has to be ratified by FGB.
- 8.4 FGB informed that SLT invited a governor to be involved in the school benchmarking processes and J. King was nominated to audit of 20/21 accounts
- 8.5 C. Roberts stated that J. King visited the school and notes are depending.
- 8.6 **ACTION 1(03/22)**: K. Choudhary and C. Roberts to chase notes from J. King school visit.

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**Item 9 DPO Report of GDPR**

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- 9.1 Circulated as part of the papers.
- 9.2 SLT highlighted that;
- There have been no issues related to data protection.
  - Had 3 subject access requests.
  - No reported breaches.
  - Commissioned Judicum for transfer to UK GDPR expectations.
- 9.3 SLT highlighted that, as discussed in R&PC, under EU GDPR, C. Roberts was DPO however the increased burden and expectation on the school means that SLT have sought a four-year SLA agreement with a provider to mitigate liability. The cost is £1.5k per year.

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**Item 10 Policy Audit and Updates**

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- 10.1 Circulated as part of the papers.
- 10.2 FGB informed the Policy Audit document will be completed by the end of next week.
- 10.3 SLT highlighted that there are 91 documents represent in this audit document, highlighting the headers are;
- Policy Title
  - Type of policy
  - Statutory/ Non-Statutory
  - Named person responsible
  - Renewal period,
  - Renewal date
  - File drive location

## Item 11      White Paper and Academy Agenda

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- 11.1    Circulated as part of the papers.
- 11.2    SLT stated that there is a [clear push for all school to become academies](#) with a 2030 target. As such, the school needs to start thinking about what academy options.
- 11.3    As such, SLT are again looking at possibilities and have been approached by West Kirby Girls School and Liscard School. SLT will let FGB know when they propose meeting.
- 11.4    SLT stated that the school is keen for stronger collaboration with like-minded organisations as the school feels previous partnership have not been as strong as they could have been. As result, the school has often felt isolated.
- 11.5    FGB is any of the the local school are interested in academy?
- 11.6    **RESOLUTION:** SLT suggested that there has been limited engagement and conversations locally.
- 11.7    FGB asked does the partnership have to be Wirral based only?
- 11.8    **RESOLUTION:** No. SLT suggested that the school could look toward Liverpool City Region partnership.

## Item 12      Online College and Governor Training

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- 12.1    Circulated as part of the papers.
- 12.2    FGB introduced to the newly purchased CPD platform to empower school leaders, teachers, staff and governors – [The National College](#).
- 12.3    SLT stated the school will be mapping out training and CPD opportunities, with the view of a high-quality induction.
- 12.4    **ACTION 2(03/22):** B. Cassidy to check in school office has sent invitation to governors.

## Item 13      Good News

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- 13.1    Circulated as part of the papers.
- 13.2    FGB informed that;
- The school has secured a uniform grant for 165 pupils (£18.5k value)
  - The school is investigated opportunities for a Wallasey based Uniform Hub based on sustainability for families.
  - The schools under 11 Football Team made it to Wembley
  - The school has secured further funding for Chess for School Support. The funding body recently visited the school and was very impressed with the direct of travel.
  - The school recently won a grant of c.£19k for music tuition with the Youth Music Trust.

- Over the last month children and staff in Years 5 and 6 have had the chance to work with [Paul Boyd](#) from the [National Centre for Computing Excellence \(NCCE\)](#). Paul has supported pupils to use coding and programming to control different components.
- The school received glowing feedback from [Shakespeare Schools Festival for the amazing cast of Macbeth](#).
- The school is taking an age-related approach to the crisis in Ukraine. Discussing war and conflict is a challenging subject with Primary School children. They are a generation that has grown up with war becoming a distant or historical threat. SLT stated that this is a challenging issue for staff too. The school has created a [page to signpost support to pupil, parents and staff](#).

13.2 FGB asked has there been any messages circulating around misinformation of the current crisis from the school community?

13.3 RESOLUTION: Yes, but minimal.

13.4 FGB asked in the school has any Ukraine links?

13.5 **RESOLUTION:** Two Ukrainian families and one Russian.

#### **Item 14 Committee Updates**

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14.1 Circulated as part of the papers.

14.2 K. Choudhary invited comments from FGB on any on the committee meetings.

14.3 **DECISION TAKEN:** All committee minutes accepted

#### **Item 15 AOB**

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15.1 None

#### **Item 16 Date of next meeting**

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16.1 Meeting finished at 7:15pm

15.2 **Next meeting:** Thursday 9<sup>th</sup> June 5:30pm

Item	Summary of actions from meeting	Whom	Date to be completed
8.6	<b><u>ACTION 1(03/22)</u></b> : K. Choudhary and C. Roberts to chase notes from J. King school visit.	K. Choudhary C. Roberts	April '22
12.4	<b><u>ACTION 2(03/22)</u></b> : B. Cassidy to check in school office has sent invitation to governors.	B. Cassidy	April '22