



# St George's Primary School

## Full Governor Body Meeting

Thursday 25<sup>th</sup> June 2020

Lower Site Main Hall 5:30pm

### Present

#### Community Governors

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

#### Parent Governors

C. Scott  
C. Lucking  
P. Dunning

FGB Chair

#### Staff Governors

B. Cassidy  
H. Rice

Head Teacher

#### Also Present

K. Choudhary  
C. Roberts

Clerk

#### Apologies

A. Vickers  
J. Marshall (opted for follow up session)

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

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Noted and received as above.

Governors reminded that SLT offered FGB follow up session (via MS Teams or similar platform) for any Governors unable to attend today's meeting on school premises given the challenges of setting a streamlined virtual meeting in the school environment, with so many governors in attendance. **J. Marshall accepted this offer.**

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

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There was no declaration of any business or pecuniary interests.

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

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Minutes accepted as a true and accurate record.

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

**Regular Chair and Headteacher meetings:** FGB reminded that B. Cassidy and C. Scott are meeting regularly and driving forward a way for the school to help mitigate COVID-19 challenges.

**Governor Video:** SLT expressed thanks for the Governor video and stated that it was really well received by all staff.

#### **Item 4 2020/21 Budget Update**

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Circulated as part of the papers.

FGB reminded that as discussed at the previous meeting and electronically in the lead up to today's meeting, there have been changes to the previously submitted budget. Whilst the change represents a positive (an additional £70k for the school), it has highlighted significant inefficiencies in Wirral LA financial reporting systems.

The issue centres on the pension deficit levy which had not been removed by the school as they had not been informed to do so. This only came to light via a virtual meeting with Wirral LA Head of Finance on 16<sup>th</sup> June when the school tried to submit a budget deficit of £55k. SLT were informed that (based on the budget submitted) the school was actually in credit. While this is good news, SLT are extremely frustrated that they were; not told they do not have to include this and the additional time, effort, anxiety and energy to resolve this in the already challenging landscape.

SLT stated that this issue could equate to c.£1.1m accumulatively for Wirral schools and suggested that there is a lack of awareness of the pressure on schools for finance officers in Wirral LA.

SLT stated that the loss of income from Dragon Club and Catering is still critical. The school is currently offering its after school club for free because officially business is closed and staff furloughed. However from 20<sup>th</sup> July the school is going to start charging again. The school is working towards meeting the Government ambition of running a summer service however until there is further government advice published it is hard to moved forward effectively.

SLT stated that they are unsure what Dragon Club is going to look like from September as, as discussed previously, until there is further government advice out it is hard to moved forward effectively. SLT has provisionally met with Dragon Club staff who have suggested they would like to come off furlough however in the absence of sufficient government lead safety guidance, this is not possible. The school has written an initial safety guidance document and asked parents for any expression of interest in Dragon Club and/ or summer services.

FGB asked is there any merit in taking staff off furlough to generate school income from service use?

**RESOLUTION:** Yes, but there would need to be enough expressions of interest to use the service and it is suggested that parents would need to book in minimum of 'one-week blocks' due to safety standards. They would be booking a place to make the service financially viable. FGB reminded that all decision to open are dependent on government safety guidance.

FGB informed that DfE have released their guidance on the [school rebate scheme](#) which sets out the financial support they have put in place to ensure that schools can focus on the vital role they are playing at this time. It covers support for schools up the end of the 2019/20 summer term.

SLT stated that the submission deadline is 22<sup>nd</sup> July and the school cannot use this fund to increase their budget.

FGB ask is there a limit to what the school can recoup?

**RESOLUTION:** £50k

FGB informed that FSM registration has increased to 135 students by June '20 - 23 are Year 6 students and for context, it was at 89 in March 2019, 114 in March 2020.

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#### **Item 5 Final Staffing Structure**

Circulated as part of the papers.

SLT stated that highlighted yellow represents logistical staffing changes around FTE and budgetary considerations that the school is dealing with on a day by day basis.

SLT stated that green represents staff with shielding considerations and suggested that a recent government guidance change now means the school can now start taking appropriate measures to make sure that the school is more COVID-19 secure for some of these shielded staff. As such, there are 4 members of staff who remain in the extremely critical group and cannot return to the school premises however the rest can make a return to work immediately.

FGB informed that the school has maintained its existing staffing structure however it is proving a challenging task to forecast for the upcoming academic year given the various COVID-19 (and often competing) considerations and suggested that some SLT may have to cover other staff roles on an ad hoc basis.

SLT stated that there are there are problems and there are solutions, however there are also a consequence to decision taken somewhere else – a knock on effect that needs to be careful managed.

FGB asked is there anyone to replace G. Dunne following her departure?

**RESOLUTION:** FGB reminded that Mr Sivagajan Sivathillainathan will be joining the school over the coming weeks.

FGB asked is there a potential for the school losing SEND funding and the unintended consequence being losing staff funding?

**RESOLUTION:** Yes. SLT stated that funding decisions will be made in the next few weeks but certain appointments can only happen if the school is able to draw down funding. SLT stated that the school not be making any new appointments over the summer.

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#### **Item 6 Premises Update**

Circulated as part of the papers.

SLT updated FGB and the completed and pending premised work for the school and highlighted that whilst many more hand sanitisers have been installed, bars of soap have also been issues on sinks as they are much more effective.

**Completed:**

- Year 5 Refurbishment of 4 classes completed
- Sinks added to all rooms
- F1 refurbishment completed
- Roof repairs completed
- Automated door on top site
- Outdoor classroom repaired
- External water stations fitted
- Top Site resurfacing
- Emergency lighting upgraded at top site

**Pending:**

- External wall issue on lower site (LA funding)
- Year 5 toilet refurbishments (phase 2)
- Other classroom refurbishments deferred
- LA Boiler refurbishment decision

FGB asked was is the contractor for the roof repairs?

**RESOLUTION:** Paul Edwards was commissioned for the work towards the back of low site and the LA was responsible for the work to be carried out towards the front of the building.

FGB stated that the Y5 toilet has been deferred on the assessment management plan and the work being carried out is dependent on the DfE rebate outcome as discussed above.

FGB informed that the boiler refurbishment decision has been deferred to next year's budget.

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**Item 7 COVID-19 Safety Plan Update**

Circulated as part of the papers.

FGB informed that the school has [created a film](#) to demonstrate measures taken.

H. Rice suggested that stated that the consensus of school staff is that they (and pupils) are getting adjusted to the new one-way system and looking after one another.

FGB suggested that parents seem to be adapting well to the measures put in place.

SLT stated that the school is working collaboratively with Wirral LA around the possibility of retaining the road closure arrangements for the foreseeable future.

SLT argued that that the mixed messaging around R rate from Wirral LA and social media is very unhelpful and proving to be a significant barrier in moving forward with school plans, suggesting that mixed messaging is making discussions and engagement with the local community more challenging.

FGB stated that the video produced is very helpful for parents.

FGB endorsed the COVID-19 Safety Plan. **RATIFIED.**

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**Item 8 Presentation on planning for September 2020**

Circulated as part of the papers.

SLT delivered presentation which addresses the planning challenges facing the school as it looks to adhere to the recent government guidance. The presentation outlined the current situation on;

- Normal Classes
  - Split into Pods and,
  - Thinking about siblings and,
  - Then keyworkers and then,
  - Then vulnerable pupils
- Safety Measures Needed
- Challenges and Considerations

SLT stated that implementation of the actioned outlined in the presentation is a job to be done before the summer break and not over the summer period.

SLT highlighted that while the school is planning to close the school on 15<sup>th</sup> September for schooling and arranging transition day for 16<sup>th</sup> & 17<sup>th</sup> September, the school cannot share these plans more widely yet as SLT are waiting for further government guidance on school safety planning.

FGB asked if SLT has had to do planning 'in a silo' without further government guidance?

**RESOLUTION:** Yes.

FGB stated that the absence of clear and congruent guidance from government, seems an incredible opportunity missed by government and has created a massive duplication work given the endeavours the school has had to endure.

FGB asked how local secondary schools are handling transition to their schools?

**RESOLUTION:** SLT suggested that schools are handling transition challenges with virtual tours to family's pupils and parents to their new environment.

## **Item 9 Curriculum Plans for September 2020**

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Circulated as part of the papers.

SLT delivered presentation on the challenges on making sure the school's curriculum is focused on re-engaging learners, ensuring vital aspects of education are delivered and promoting best practice to accelerate learning. The presentation outlined 'Recovery Curriculum' which has now become a national phrase;

- Reading Sources
- COVID-19 Legacy
- Impact
- Opportunities and Solutions
- Re-imagining Steps
- Decision making conundrums
- Need for simple solutions and informed frameworks
- Make sure oracy is central to recovery
- Focus on Concept/ Key Learning

- Curriculum Improvements

SLT suggested that the school can learn lesson for blended learning moving forward.

SLT stated that the government announced a laptop equipment scheme for every child that needed one however it was pointed out that the school has only received 6 - none of which were usable in the first instance due to setting and security measures.

SLT suggested that school staff have noted and welcomed resilience and adaptability of pupils.

FGB noted the National Tutoring Programme and asked how the school will ensure that this additional funding is ringfenced and targeted where it is needed?

**RESOLUTION:** SLT stated that OFSTED will (when they again start inspecting schools) be investigating how the tuition funds have been spent. SLT stated that this is a welcome announcement and is fully behind this direction of travel.

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### Item 10 Reporting to Parents

SLT stated that there will be limited annual reports for parents following the cancellation of the 2019/20 national curriculum assessments. SLT will ensure parents have a further report at the end of Autumn term. Suggested pupils need to fully reengage with learning for tangible and meaningful reporting to occur.

FGB signposted to the latest [updated DfE guidance](#) for further information on reporting to parents at the end of key stages 1 and 2.

FGB asked what information is being handed to secondary schools?

**RESOLUTION:** SLT stated that secondary schools are asking for a snap shot report of where pupils were up to via attainment data prior to COVID-19 considerations and whether or not pupils have engaged in any catch-up activities.

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### Item 11 INSET Day Plans

SLT reminded that reporting of INSET Days to FGB is a statutory duty.

SLT confirmed the following INSET Day planning sessions and dates as below;

#### 1<sup>st</sup> September

- Curriculum Training
- Safeguarding/MHWP (non-curriculum staff)
- Catering Training

#### 2<sup>nd</sup> September

- Curriculum Development
- Safeguarding and procedural training:
  - Admin Team Training
  - Dragon Club Training
  - Lunchtime Supervisors

SLT suggested that these sessions will be focused on mental health and curriculum and stated

that these days will be delivered either by MS Teams or online platform. The remaining scheduled dates as follows;

- **23<sup>rd</sup> October** – sessions TBC
- **2<sup>nd</sup> November** – sessions TBC
- **4<sup>th</sup> January** – sessions TBC

#### **Item 12 2020/21 Governing Body considerations**

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FGB discussed the 2020/21 meeting schedule.

**DECISION TAKEN:** The existing committee structure will remain the same however there will be an additional FGB meeting circa mid-October and this will replace the first Standards Committee of the academic year.

K. Choudhary asked FGB to note that some Governors end of term dates will be coming up early into the next academic year and will need to be addressed at the next FGB.

**DECISION TAKEN:** There will be increased flexibilities and provision around virtual meetings for committee meetings however Governors should make every effort to attend FGB in person (if possible).

**ACTION 1(06/20):** K. Choudhary to circulate a proposed 2020/21 meeting schedule for agreement electronically.

#### **Item 13 AOB**

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None

#### **Item 14 Date of next meeting**

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Meeting finished at 7:05pm

**Next meeting:** To be confirmed

Page	Item	Summary of actions from meeting	Whom	Date to be completed
7	12	<b><u>ACTION 1(06/20):</u></b> K. Choudhary to circulate a proposed 2020/21 meeting schedule for agreement electronically.	K. Choudhary	July '20