



# St George's Primary School

## Full Governor Body Meeting

Thursday 25 November 2021

Lower Site Main Hall 5:30pm

### Present

#### Community Governors

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

#### Parent Governors

C. Scott  
J. King

FGB Chair

#### Staff Governors

B. Cassidy

Head Teacher

#### Also Present

K. Choudhary  
T. Skarratts-Jackson

Clerk

#### Apologies

J. Marshall  
A. Ward  
H. Rice  
P. Dunning  
C. Lucking

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

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- 1.1 Apologies noted and received as above.
- 1.2 **AOB:** School Uniform Guidance.

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

#### **Item 4 Clerk Updates**

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- 4.1 Circulated as part of the papers.
- 4.2 **GID:** FGB informed that GIDs documents have been updated and submitted to DfE. This is a DfE requirement.
- 4.3 **Scheme of Delegation:** FGB signposted to the Scheme of Delegation and K. Choudhary highlighted the various committee structures and reporting lines.
- 4.4 **Parent Governor Election:** FGB informed that T. Robinson has stepped down from her role as a Parent Governor due to a change in personal circumstances. As such, the school will be engaging in a Parent Election process.
- 4.4.1 FGB asked if it would be possible to follow up email could be sent to explore the strength and weaknesses of the governor recruitment and term of office experience (exit interview question) for feedback
- 4.4.2 **RESOLUTION:** Yes.
- 4.4.3 **ACTION 1(11/21):** K. Choudhary to contact T. Robinson to discuss existing governor processes.
- 4.5 **Wirral Governor Networking Session:** FGB reminded that this session was held on 13 October 2021.
- 4.6 **Wirral Governance Newsletter:** FGB reminded that the [Wirral Governance Newsletter](#) was circulated via email.
- 4.7 **Managing Complaints Training:** As per action from recent R&PC, FGB discussed rearranging Managing Complaints Training.
- 4.7.1 **DECISION TAKEN:** FGB agreed that the session will be held on either Thursday 13 January 2022 or Thursday 20 January 2022 with the suggestion that time be 5:00pm – 7:00pm. Both date and time are subject to the trainer’s availability.
- 4.7.2 **ACTION 2(11/21):** SLT to confirm new date/ time for Managing Complaints Training.
- 4.8 **Governor Link Roles:** FGB signposted to existing Governor Link document. K. Choudhary highlight that this needed updated and discussed was held with regards to any potential areas of need. It was suggested that the school would benefit from both a STEM and Creative Arts link Governor.
- 4.8.1 **DECISION TAKEN:** The school to create Link Governor roles for STEM and Creative Arts.
- 4.8.2 **ACTION 3(11/21):** K. Choudhary to update the existing Governor Link document, circulate and ask Governors consider their levels of interest in STEM and Creative Arts Curriculum ahead of next C&PC.
- 4.9 FGB informed that Chair elected onto Wirral Schools’ Forum

#### **5. COVID-19 Safety Plan**

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- 5.1 Circulated as part of the papers.

- 5.2 SLT reminded FGB that this risk assessment is updated monthly and the school is having to implement the changes as per Government guidance updates.
- 5.3 SLT suggested the school is doing well with the fluid situation. Attendance is positive though there are some crisis attendance levels withing the data which is being addressed.
- 5.4 The school's overall attendance for 2021-22 is currently 96.1%. The national average for Primary is 90.6%.
- 5.5 The school's Double Vaccination Rates in staff is 158/161. It was suggested that this figure is central to the school's safety plan. Key studies show protection and reduced transmission risk and is vital for children.
- 5.6 SLT stated that Covid disruption to the school (as of 15 November 2021) as follows;

	Number of Cases	Number of Days
Children PCR Confirmed	39	197
Children symptomatic not confirmed	63	82
Adults with Covid	4	27
Adults caring for dependents with Covid	3	13
Adults self-isolating due to close contact (test and trace)	1	4

- 5.7 SLT suggested overall, this term, the school is doing well.
- 5.8 FGB echoed SLT sentiment, however asked if the school was considering a 'firebreak' or bubble exclusion if number continued to rise in the current climate?
- 5.9 **RESOLUTION:** SLT stated that both 'firebreak' or bubble exclusion are Public Health England decision to be taken – not the schools. It was suggested that the school can never totally eliminate risk, but only reduce risk.
- 5.10 SLT highlighted that the school stance has been to treat volunteer staff to the same standard of safety as the school staff. This is in any circumstance – not just in COVID-19 related circumstances.
- 5.11 FGB asked has the school had any anti- vaccination protests outside the school?
- 5.12 **RESOLUTION:** No, although some parents have been making their feeling with regards to their held understanding of anti-vaccination considerations known to some members of staff

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## Item 6 Road Safety Update

- 6.1 Circulated as part of the papers.
- 6.2 SLT stated that a planned meeting with Councillor Ian Lewis this week has been rescheduled for next week
- 6.3 FGB informed that the school has gone out for a wider consultation with the wider community to discuss issues around road safety in the area around school.
- 6.4 The consultation collected over 577 community responses and this has been sent to the Wirral LA Road Safety Team.

- 6.5 SLT stated that Wirral LA are engaged the Road Safety considerations however there are significant challenges in adopting road safety measures given the school's proximity of residential houses.
- 6.6 SLT asked if any governors would be willing to act as first point of contact with regards to this piece and work and whom would be willing to review the survey.
- 6.7 **DECISION TAKEN:** P. Walters and M. Wiggins to liaise with SLT on Road Safety area of work.
- 6.8 **ACTION 4(11/21):** SLT to share link to Road Safety consultation with P. Walters and J. King.
- 6.9 SLT highlighted that with the Wallasey catchment area there are c.6k pupils moving around the area in peak drop off/ pick up times.

## **Item 7 Personnel Updates**

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- 7.1 Circulated as part of the papers.
- 7.2 SLT stated that there are two new members of staff as below;
- EYFS TA
  - SEND TA
- 7.3 Both members of staff are on fixed term contracts until the end academic year.

## **Item 8 Procurement**

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- 8.1 Circulated as part of the papers.
- 8.2 FGB informed that there are two projects on the horizon;
- 8.3 **EYFS Outdoor Development:** the estimated cost of this is c.£35k. SLT stated that this is being funded entirely on the success of the nurse.
- 8.3.1 SLT stated that this work has to be completed absolutely no later the Easter 2022 given other building work project however the school still has not received x3 quotes. As such, SLT request that this be agreed via delegated decision electronically once quotes submitted and that FGN have 5 full working days to raise any objections.
- 8.3.2 **DECISION TAKEN:** FGB accepted SLT request to agree quotes via electronic delegated decision.
- 8.4 **Air Conditioning:** the estimated cost of this is c.£25K. FGB informed that x3 quote have been sought and received. SLT highlighted that a quote was sought from the LA's preferred contractors list and this quote was significantly higher cost.
- 8.4.1 FGB informed that they have selected their preferred bidder and the decision has been taken to go with a wired air conditioning system as it provides better value for money and more strongly addresses sustainability considerations.
- 8.5 SLT stated that both these projects will be completed by Easter 2022.

## **Item 9 Early Career Teaching Regulations**

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- 9.1 Circulated as part of the papers.
- 9.2 FGB informed that Governors have a statutory duty to know that the arrangements around ECT are in [place](#).
- 9.3 SLT stated that ECTs replace what was previous known as NQTs and RQT.
- 9.4 The ECT Framework replaced the previous framework in March 2021. The new programme has been designed to provide ECTs with more support and training to ensure that they are effectively meeting the Teachers' Standards by the end of their induction.
- 9.5 **DECISION TAKEN:** FGB accepted the new ECT Framework Policy. **Ratified**.
- 9.6 SLT asked is any Governor would like to meet the schools ECTs?
- 9.7 **DECISION TAKEN:** M. Wiggins to meet the schools' ECTs on behalf of FGB.

#### **Item 10      Governing Body Equalities Duty**

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- 10.1 Circulated as part of the papers.
- 10.2 SLT stated that this policy has been updated – not rewritten.
- 10.3 SLT highlighted the updated PSED section in the documents.
- 10.4 **DECISION TAKEN:** FGB accepted the new Equality Policy. **Ratified**.

#### **Item 11      Head Teacher Report**

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- 11.1 Circulated as part of the papers.
- 11.2 FGB reminded that this is an annual report to Governors and it is a published paper.
- 11.3 B. Cassidy made particular reference to;
- **Pupil Mobility:** It was suggested that from 2015 – 2017, pupil mobility was an issue for the school, however the report now analyses this annually to ensure that governors have an annual report on mobility. Governors can also check this termly if required.
  - **Incident Logs:** provided a further explanation to the categories and definition of incidents.
  - **Staffing:** highlighted that this is not a statutory obligation to report on however it is contained within the report for transparency.
- 11.4 With regards to incident logs, FGB asked if racist and
- 11.5 FGB thanked B. Cassidy for the endeavours with this paper.

#### **Item 12      Staff Conduct Policy**

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- 12.1 Circulated as part of the papers.
- 12.2 FGB informed that the school has not had an LA update however on advice from Ellis Whittam, the school has strengthened section 5 relating to KCSiE and Safeguarding.

- 12.3 This document has been shared with all school staff.
- 12.4 **DECISION TAKEN:** FGB accepted the new Staff Conduct Policy. **Ratified.**

### **Item 13      Committee Updates**

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- 13.1 Circulated as part of the papers.
- 13.2 K. Choudhary invited comments from FGB on any on the committee meetings.
- 13.3 FGB discussed current arrangements of SC. It was suggested that staff and governors like having extra time to discuss their areas in fuller detail with the view of SC members filling in pro formas and submitting to K. Choudhary.
- 13.4 FGB suggested that this committee model of engagement could, uniquely, work for SC however it would still be good for the committee to meet face to face to share findings from discussions with linked staff members. As such, it was suggested that 30 mins prior to C&PC or FGB, SC governors could meet to discuss SC matters.
- 13.5 **ACTION 5(11/21):** K. Choudhary to contact P. Dunning to cement arrangement for SC moving forward.
- 13.6 **DECISION TAKEN:** FGB accepted the minutes from C&PC and R&PC.

### **Item 14      AOB**

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- 14.1 FGB informed that the Government has recently released [non-statutory guidance](#) which they suggest 'will help support schools in developing and implementing their school uniform policy'.
- 14.2 SLT suggested that they feel the schools existing policy around school uniform largely meets the guidance requirements already. With the view of keeping uniform costs down, the school does not require St Georges logo on uniforms nor does it have a commercial agreement with uniform/ kit suppliers.
- 14.3 SLT stated that one of the challenges in meeting the guidance recommendations, is addressing the suggestion of a second-hand uniform hub. The school had explored options of integrating a uniform hub alongside local social supermarkets prior to the COVID-19 pandemic however in the current climate, potential delivery partners have stepped back from engagement on second hand uniforms.
- 14.4 SLT stated that the school is exploring further options – including moving the messaging away from 'second hand' towards sustainability and environmental considerations.

### **Item 15      Date of next meeting**

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- 15.1 Meeting finished at 7:15pm
- 15.2 **Next meeting:** Thursday 17<sup>th</sup> March 5:30pm

Item	Summary of actions from meeting	Whom	Date to be completed
4.4.3	<b><u>ACTION 1(11/21):</u></b> K. Choudhary to contact T. Robinson to discuss governor exit interview.	K. Choudhary	December '21
4.7.2	<b><u>ACTION 2(11/21):</u></b> SLT to confirm new date/ time for Managing Complaints Training.	SLT	December '21
4.8.2	<b><u>ACTION 3(11/21):</u></b> K. Choudhary to update the existing Governor Link document, circulate and ask Governors consider their levels of interest in STEM and Creative Arts Curriculum ahead of next C&PC.	K. Choudhary	December '21
6.8	<b><u>ACTION 4(11/21):</u></b> SLT to share link to Road Safety consultation with P. Walters and J. King.	SLT	December '21
13.5	<b><u>ACTION 5(11/21):</u></b> K. Choudhary to contact P. Dunning to cement arrangement for SC moving forward.	K. Choudhary	December '21