

**St. Wilfrids CofE Governors REMOTE MEETING
Thursday 16th July 2020 at 4pm
Minutes**

Present:

Andrew Bradley	Chair of St. Wilfrid's (Ex-Officio)
Matt Croxall	PCC appointment
Carolyn Macdonald	PCC appointment
Helena Miller	Head of School
Geoff Stevenson	PCC appointment (Parent)
Matt Whitehead	Executive Headteacher
<i>Vacancy</i>	<i>PCC Community Governor</i>
<i>Vacancy</i>	<i>Parent Governor</i>

Apologies:

Mandeep Dhaliwal	Staff Governor
Paul Good	Director / Diocesan nominee
Adam Hossen	Parent Governor

In attendance:

Jenna Bartlett	Associate Governor
Susanne Budgett	Associate Governor
Kathy Crotty	Clerk

Any text in red bold italics represents Governor question (Q); challenge (C); Governor and/or clerk support (S). Black bold upright represents decisions and actions.

1. Welcome, Opening Prayer, and Apologies

Andrew Bradley welcomed Governors to the meeting. Andrew Bradley led the opening prayer. Apologies were received and accepted from Mandeep Dhaliwal, Paul Good and Adam Hossen.

2. Declaration of Non/Pecuniary Interest

Geoff Stevenson has two children at the school and Mrs Stevenson works in the school. Adam Hossen has one child in the school.

3. Minutes of the meeting held 25th June 2020 and matters arising

The minutes of the (remote) meeting held 25th June 2020 were approved as a true record.

The actions will be reviewed at the 17th September meeting.

4. Covid 19 amendments to the Admission arrangements to Trust Schools for 2021 due the closure of Places of Public Worship

The Executive Headteacher reported church attendance is one of the criteria in the admissions policy and churches have been closed during the lockdown so the policies need amendment. These changes have been recommended by the Diocese and the church attendance will be based on the time when churches were open.

Governors ratified the decision of the core group to the Diocesan variation to the admissions policy in relation to the pandemic and church closures.

5. Head of School Report

The CIF (condition improvement fund) bid for heating system and new windows has been successful. The windows will be installed over the half term holidays. The estimate of the date for the completion of the new heating system is the last Friday in August and the INSET day is the following Tuesday. The heating system requires ceilings to be dropped and classroom will have a makeover afterwards.

Q: How confident are you these deadlines will be met?

The contractors are working in phases and the school may have to make some alternative arrangements if the deadline is not met. They will be able to access the building during the INSET training days.

Q: How are you communicating to parents about the first day of term?

There has been a Dojo message today and the newsletter. Dojo seems to have 100% views.

Exceptional days of closure (for Covid-19 training)

The LA has granted two additional INSET days. Teachers will be in school organising classes on Tuesday the 1st Sept, and on Wednesday the 2nd of September the school is closed to children for training on infection control. Parents need to be informed of the second day of closure

Governors formally approved the school closure on Wednesday 2nd March for additional Covid-19 risk assessment training

Good news for St. Wilfrids

St. Wilfrids has achieved the Gold Assessment Award for its work on the UNICEF Rights Respecting curriculum. The assessment was conducted remotely. The lead teacher Lawrence Smith did an immense job in preparing the evidence for assessment. The next stage is for St. Wilfrids to become an ambassador for other schools in the Trust.

S: Governors gave formal congratulations to the staff involved and were pleased this will be a beacon school for the Trust on RRA

Staffing update

TAs will work across phases. The school has received a flexible working request on Tuesday from a staff member on sick leave and this will affect the TA team. HR is involved with this request. Two LSAs (learning support assistants) have resigned and two members of staff are pregnant and the school will need to advertise for maternity cover.

Risk assessments have been undertaken with staff vulnerable to Covid-19 and these will be reviewed.

Preparations for September and outline recovery plans to readmit children to school

Phonics will be taught twice a day. The phonics assessment which should have been in June for Yr1 will take place in Autumn 2. There will be more TA

interventions supporting early years reading.

Jenna Bartlett reported on the staggered starts. The school cannot decrease teaching and learning time and this school has many siblings. There are 74 sibling families who will need a single time for drop off and collection. A map was shared to show how the parents will have to walk around the premises for drop off. The KS1 parents will have to take the children to the allocated drop off points. Families with siblings will have a letter with their allocated time. This is the safest way for movement around the building. This has been shared with staff and parents will be informed of these arrangements in due course.

S: Governors gave formal thanks to Jenna Bartlett for her work on these arrangements.

UKS2 and Lower KS2 teaching time has been increased each day and there will be more physical activity allocated.

The breakfast club and after school club will be on offer at the start of term and this will be limited to 30 children in the hall. The school may need additional TA support depending on the numbers of children attending. The breakfast club has three additional staff allocated and the price has been increased from £2.50 to £3.50 as a consequence. Breakfast club is popular with parents and is almost full.

Risk Assessment for full school opening September 2020

The previous risk assessment for the June opening was updated. The DfE advice was much easier to follow this time. The school has made minor tweaks regarding responses to illnesses, classes and bubbles. This is a one and a half entry school. The maths and phonics teaching means the bubble will be the phase. Yr3; Yr3/4; and Yr4 will be one bubble. The LA has been very good in advising school what to do if children display symptoms.

Governors formally approved the risk assessment (Covid-19) for September 2020.

Annual reports / attainment measures used

The letter for parents has been shared with Governors. The DfE had advised data did not need to be reported but the school used the data to the end of March 2020. The well-being of the child is emphasised more this year. Governors who are parents noted there was much detail considering the issues faced by the school during the pandemic. The partnership with parents is crucial and parents are being advised to raise any issues and keep updated with their class teacher.

Correspondence from parents

The school has received some letters thanking the staff for going above and beyond, and a letter was shared from a key worker giving special mention to Jenna Bartlett for her efforts

Formal congratulations from the GB to the staff for their outstanding hard work and commitment throughout the pandemic closedown.

6. Executive Headteachers Update

The Executive Headteacher gave formal thanks to all staff. The SJE Trust had 60% attendance across the four schools and one school had very low attendance. There have been no confirmed cases of Covid-19 from the schools. This puts the schools in a good place for September 2020.

Budget Update

The report of summary figures to the end of school for all four schools in the Trust

was circulated in advance of the meeting. The budget is positive as the closedown has led to an underspend in some areas, and this is across the schools. St. Wilfrids projected in-year deficit of £9,770 and an in-year surplus of £58,000. Savings have occurred from the supply budget and school trips and visits. There have been additional costs for hygiene control measures. Because the school will have a surplus the school cannot claim for extra spending on hygiene controls measures. The surplus will be added to the carry forward, and this is projected to be over £200,000 for next year which is a strong position to be in. This school has a projected £15,000 in-year surplus. 75% of the budget is on salaries

The three-year draft budget report has been shared in advance of the meeting. Governors were advised to not take notice of Yr2 and Yr3 as there are so many unknowns about government grants which are not included until they are confirmed. Yr1 does have the information required including teachers' pension grant; and the teacher pay grant. There are many uncertainties and this is the best estimate. Governors informed the committee the spending review was delayed due to Brexit and is now expected in the autumn term. This is expected to be tough for the sector.

Governors formally ratified the budget.

7. Dates of future meetings

Thursday 17th September 2020 at 4pm – remote
Thursday 5th November 2020 at 4pm
Thursday 21st January 2021 at 4pm
Thursday 4th March 2021 at 4pm
Thursday 13th May 2021 at 4pm
Thursday 1st July 2021 at 4pm (meet the children)

8. AOB

The chair gave formal thanks to the clerk for organising the remote meetings and the extra meetings provided to the Trust.

Q: Governors raised concerns about the news reports of malnutrition and the asked if this is an issue for this school?

The vulnerable children have been in school. There are no families the school is concerned about. A referral to social services has been made today. The school is concerned about the attendance of children from vulnerable families and plans are in place.

The well-being of staff and children is a school priority, Sarah Stevenson has led training recently on well-being issues and initiatives. The EH reported St. Wilfrids has been excellent at keeping in touch with vulnerable families. The disadvantaged children are high on the agenda and there will need to be a delicate balance when doing catch-up work. The catch-up fund will support disadvantaged children pastorally and educationally.

There will be increased time for children on physical activity as this also helps with mental health and well-being. There will be opportunities for well-being discussions with children. Staff are prepared to work with children who are anxious or hesitant and staff have kept in touch with children. There is a recovery curriculum for September including emotional well-being and resilience. Governors were aware of the emotional validation training that had occurred.

Governors were informed the central estimate for the recession is larger than in 2008 and risks of this virus will be evidence for a long time. There may be local lockdowns in the future.

Q: Are there plans in case there is a local lockdown?

The school now accesses G suite and training is occurring. The school will utilise a

new platform for remote learning if needed.

9. Closing Prayer

Andrew Bradley led the closing prayer.

Signed.....

Date.....

Andrew Bradley (Chair)

Meeting closed at 17.20