

FOURLANESEND COMMUNITY PRIMARY SCHOOL

Minutes of a meeting of the Board of Governors of Furlanesend C.P. School held by video conference on Wednesday, November 11th 2020 at 12.30pm

PRESENT: Mrs Vanessa Burton, Mrs Fran Ferguson, Mrs Helen Marks-Williams (Chair), Mrs Rebecca Norton (Headteacher), Mrs Vicki Richards, Mrs Sue Robinson.

APOLOGIES: Major Adrian Battley.

IN ATTENDANCE: Miss Caroline Stone (Clerk).

1. **Apologies for absence:** There were apologies for absence from Major Battley; his apologies were accepted.
2. **Opportunity to declare Pecuniary Interests:** No additional pecuniary interests were declared.
3. **Governor vacancies:**
 - a. There are two governor vacancies: one LA governor and one co-opted governor. No one has yet been found to fill one of these vacancies. Major Battley's term of office as co-opted governor expires in March. At the last meeting Mrs Marks-Williams had expressed her intention to step down as a Governor which would leave the Chair vacant. Major Battley has said that he would be willing to take on the Chair, but it is felt that at the current time with the need to work remotely this would be difficult. Mrs Marks-Williams kindly offered to continue into the New Year in the hope that more Governors can be found.
 - b. Several suggestions were made of possible candidates to approach and the Clerk will contact websites that carry volunteers to see if there are any appropriate people. (Action: Vanessa Burton, Fran Ferguson, Head, Clerk)
4. **Minutes of the full Board meetings of September 23rd 2020:**
 - a. Governors accepted the minutes of the meetings on September 23rd 2020 as true and accurate records of the meetings. The Clerk will send the minutes to the Chair to be signed on behalf of the Board.
5. **Matters arising from the minutes:**
 - a. No matters arising.
6. **Head's Report:** The Head's Report had been circulated in advance of the meeting
 - a. A Governor commented that she felt that staff had done well to attend so much training in the circumstances. It showed commitment. The Head thanked her for the comment and said it would be passed on to staff. TAs had particularly undertaken a lot of training and when the recent Tier 2 training was done they had been very knowledgeable showing the training had had impact and they had retained the learning. One TA in particular who has been very supportive through the recent difficulties caused by Covid 19 has also done a lot of training; this is very much appreciated.
7. **Covid 19 impact:**
 - a. There has been a huge impact on the way school is operating from staggered starts to the extra cleaning that TAs are having to do. The staffroom can't be used and everything has

to be organised differently to stop mixing between classes. The Head gives individual assemblies in the different classes. It results in greatly reduced opportunities for the children. Performances will be filmed but the normal singing at Mount Edgecombe can't go ahead. Phonics groups are needing to be taken in three separate classes rather than bring the children together into one group. However there are positives. The traffic is much better with the staggered starts. KS2 children are not asking to go to the lavatory so much during class time when they have to out and round the building to access them.

- b. Staff are delighted to be back in school even though things are different and some things can't be done.
- c. There are still children choosing not to come to school and there is no education being provided for them. The EWO is being made aware.
- d. A teacher has been off for three days having been contacted by track and trace. Supply is being used to cover this.
- e. The school is needing to report on a lot of things such as remote learning and teacher contact when remote learning is being used.
- f. A Governor asked whether the singing at Mount Edgecombe couldn't happen since it would be outside? It is such a big thing for the children and the community. It isn't possible because it would mean cross bubble contact. The guidance permits singing for up to 15 in large open areas but they have to be back to back but this would be very difficult to achieve while keeping bubbles separate and that isn't the way choirs operate. Besides which the school is trying to minimise risks.
- g. Teaching from home is viewed as a last resort. Teachers who are off may be needing to isolate with their own children and then have child care responsibilities and it is not easy to do. A Governor who had tried remote teaching from home noted that it had been difficult especially in terms of class management.

8. School Council:

- a. The children had felt it wasn't fair for a new council to be elected when they had not had the opportunity to carry out their responsibilities last term. So the existing council has been rolled over and will continue for another half term. There will then be an election and a half term handover period to the new council. Meetings have had to take place in the Hall rather than the Head's office in order to maintain distances.

9. Curriculum and SDP/SEF:

- a. The focus is still on reading. It was good that the school had already had recruitment underway for a TA to support reading. This has been very positive and there has been a positive impact from having children heard read. In January or February the reading assessments will be run again to evidence the impact. The improvement can be seen however in the children who aren't reading at home.
- b. Maths workbooks need to be read and the younger children are getting certificates to mark their achievement in this.
- c. There has been a drop in spelling and handwriting has slipped. Concentration is down although it is improving. Resilience in undertaking tasks is down. There are some behaviour issues and not necessarily with the children who might be expected to have them. There has been an increase in homophobic language which is not a problem the school has had before. The Head puts it down to the children watching u-tube videos.
- d. Item in confidential appendix.
- e. Teachers are making sure learning is embedded. KS2 assessments are coming up and the children must complete the curriculum before going on to secondary school. There is a balance between moving on too quickly and being ready for SATs since the children need to see the material they will face.

- f. English textbooks mostly link to the curriculum but teachers are making sure learning objectives are being met and providing supplementary material where necessary.
- g. There is a two year rolling plan for Foundation subjects and there needs to be a check on what was missed in the Summer Term. The children are mostly back to the normal level on Foundation subjects.
- h. A Governor asked what was meant by a staff bubble. The staffroom has been moved to a larger room and each member of staff has a separate table. Social distances are maintained within the bubble but in line with guidance masks are not worn. Staff understand the guidelines and received training as part of the risk assessment. The school has not had cases so far but the Head said a lot of that was down to luck although she feels asking the parents to follow the guidelines helps.
- i. **A Governor challenged whether the new Cornwall RE syllabus mentioned in 5a of the SDP supports British Values?** Surely the two impact on each other? *The new curriculum does support British Values. One module is looking at diversity in the local area.*

10. Attendance:

- a. Attendance is lower than usual and there are some children whose parents are choosing not to bring them to school.

11. Safeguarding, SEND, CiC

- a. For the first time in a long time there is no social worker involvement.
- b. The Head is intended to move the Single Central Record (SCR) from an Excel sheet to a specialist platform. It would cost about £3-400 but would save the School Secretary time and effort.
- c. Support for SEND children continues and there are plans in place to support them if they need to go to remote learning.

12. Staffing issues:

- a. Performance Management: Performance management has been completed. The first target for staff is around the DfE guidance for school opening and targets that were not completed last year have been kept in.
- b. Staff wellbeing and workload: Staff are being stretched although the Head is doing what she can to ameliorate the situation. A lot of fire fighting is going on because it is impossible to predict what will happen. So, the frequency and length of staff meetings have been reduced and the SDP focus is on key objectives to reduce stress. Other things are happening, but they are not being monitored in the same way. The Head made an official complaint about the scheduling of training sessions. Twilights when the workload is heavy are too much to expect. Some training is being scheduled at 7.30am or 4.30pm which is impossible for staff with children. The complaint met a good response. Little things add up to create stress. For example, Emma in the kitchen who is needing to juggle freezer space because of ordering difficulties. The Chair suggested Danny Biscombe is used for a staff session to teach coping mechanisms. The Head thanked her for the suggestion.

13. Finance:

- a. Finance update including Covid 19 impact: The Bursar has been unable to do a new report. There should be one next week.
- b. SFVS: The SFVS is using the same format as last year. A draft should be available for the next meeting.

14. Premises and Health and Safety issues:

- a. An update on the kitchen work is awaited.

- b. Work has been done on the emergency lighting.
- c. The risk assessment was updated three times last half term. Emergency procedures are being updated.

15. Governor monitoring during Covid 19 restrictions:

- a. Governors will undertake monitoring remotely bearing in mind staff workloads and stress. It was noted that one Governor had had problems with her connection during the call and had had to switch her video off. Internet connections are poor in the area which makes a mockery of the DfE push for remote learning provision. Monitoring for some things could take place with a telephone call.
- b. The Head will notify Governors of the areas needing monitoring and Mrs Robinson will do a SCR check remotely.

16. GDPR:

- a. No issues to report.

Dates of next meetings:

Wednesday, February 10th 2020 FGB meeting at 1pm

There being no other business the meeting closed at 1.43 pm.

Chair.....

Date.....

ACTIONS

<u>Action</u>	<u>Date</u>	<u>Responsible Person</u>
Pecuniary interest forms to the clerk		All Governors
Confirm reading of KCSiE Part 2 to clerk		All Governors
Approach possible Governors		VB, FF, Head, Clerk