

Park House Primary School

Minutes from

Full Governors meeting 12th November 2020

Present:

- S Kavanagh, A Harris, P Nicholson, Z Thorpe, R Coulson, R Allen, D Faulkner, M Stanhope, M Dore, L Moore

Clerk: J Swift

FG.11.20.01: Apologies/Vacancies

- C Chambers (Personal), C Whelpton (work)
- The Head and the Chair welcomed everyone to the meeting.
- The Chair introduced and welcomed L Moore as the new Co-opted Governor to the Governors present at the meeting.
- The Clerk reminded the Governing Body that there were 2 Parent Governor vacancies to be discussed later in the meeting.

Due to the coronavirus (Covid-19) the meeting was conducted through Teams.

FG.11.20.02: Declarations of Business Interests and Business Interest Register

- No Business Interests declared.
- The Business Interest forms need returning by all Governors as soon as possible.

FG.11.20.03: Minutes of the Previous Meeting

- **September 2020** - Read, agreed as a true record and signed.
- No matters arising

FG.11.20.04: Governor Vacancies

- The Head reported that there are 3 candidates for 2 parent governor spaces. The vote will have to be done as a paper vote, a box will be provided at the start and end of school on the playground for the return papers to be put in. These will then be quarantined and counted (The Head and Clerk to count) before the candidates, Governors and Parents are told the result.
- The information will be sent out to parents on the Heads return to site next week.

- The Head announced that there are some dates in January in Derby for new Governors if any new governors are available and would like to attend. Due to circumstances of the Covid 19 restrictions this may become a virtual training session. The Head will send the dates to the Governors and will book for D Faulkner, M Stanhope and L Moore.

FG.11.20.05 : Headteachers' report

- The Head read through the report.
- Data - The children in EYFS were base-lined in October until lockdown at the end of March. The data from 2018/19 was compared to where we think we should be for 2019/20. The Head explained to the Governing Body how the data titles work. There is quite good data till lockdown in all year groups except Year 2 but this had already been identified. Year 2 SATs data evidence was not available at lockdown.
- Some children made progress during lockdown which shows remote learning was working for those who engaged with it.
- Stamina for writing has dropped due to lockdown, possibly due to using technology for remote learning. Hopefully January will give the data a better picture.
- M Stanhope asked are you worried about the drop in the data result - The Head replied that Year 5 are causing a little concern as they are one of the higher achieving classes but work in there is picking up again quickly.
- Z Thorpe asked is anything being taken into account nationally - The Head replied the Government are planning to go ahead with assessments. Phonics testing is due to start in the next couple of weeks, we haven't been informed of any adjustments yet.
- There is catch up funding available and Carolyn Brierley suggested using the money available for additional learning in Year 2 and Year 6 but the school would like the whole of the school to benefit.
- Speech and language has already been identified - £1180 has already been spent on screening children and targeting the children who need support.
- Athletics is being trialled.
- Spelling is also being looked at.
- Hopefully all year groups will get some support.
- A Harris commented that perhaps someone could work across year groups to provide this support. Some TA's would be able to work after school .

- M Stanhope asked can the money be used across the whole school - The Head replied yes, but it has to be justified. If someone (tutor) was brought in then they wouldn't know the children so it would be better for them to have someone they know. A Harris and S Kavanagh are looking at an intervention timetable. A challenge is available space during the day.
- The hall is being used as a Staff room and music room.
- The summer house is cold and the roof leaks due to a large hole in it.
- The computer suite is being 1 day a week by Key Stage 2 (cleaning has to be done between each class).
- No trips are being undertaken due to the amount of adults needed to escort the children.
- L Moore commented that the Village Hall would be available - The Head thanked L Moore and reported that this would be kept in mind, it is just the logistics of escorting pupils/staffing that is the problem.
- An appeal was made by parents in November for a place in Year 4. The Year 5 child had been accepted and now the child in Year 4 has been accepted as parents were successful in the appeal.
- There are 30 children in each of the Years Reception, 1 and 2 but Reception have 2 waiting.
- Year3 has 32 and Years 4, 5 and 6 have 31 each.
- The number of children on roll is now 215.
- The number of SEN children is below National level.
- The school has children from another country who need support but they are progressing steadily.
- There are no significant behaviour issues.
- Safeguarding - There is currently 1 family at Level 2 TAF and there is 1 family at child in need.
- From the Health and Safety aspect some of the work has been done.
 - The gates have been moved and the new intercom is working well.
 - There is now a gate to Year 1 from the playground.
 - The climbing frame has been repaired after about 6 attempts but the work is complete.
 - The roof area outside Year 3 classroom is causing some issues. The gulley seal needs repairing at a cost of £7,000 to £10,000, it is not urgent but DFC funding will need to be used. The roof will have to be removed in that area to check everywhere. After April the money in the Improvement Scheme could be used and hopefully match funding.
- P Nicholson asked about the kitchen move - The Head reported that Covid 19 had put the work on securing this on hold.

- Attendance is at 97.8% which is very good but now 2 year groups are out self isolating. The attendance is better compared to some of the cluster schools.

FG.11.20.06: School Improvement Plan

- The priorities are reading and comprehension skills
- End of Key Stage 1 maths - improvements needed but Mrs Cook is addressing this.
- Learning behaviours - work on emotions has been done - green = good, blue = low, yellow and red. There are displays around school.
- Ofsted looks at progression, making sure there are no gaps, humanities and what techniques are used. Staff have got performance management targets towards developing maths.

FG.11.20.07: Covid 19 Update

- There are 2 reported positive cases in school among pupils who are sibling related. Year 4 and Year 6 have been closed and remote learning is in place.
- 9 members of staff are self isolating due to these closures.
- 1 staff member of due to their child having to self isolate from their school.
- S Kavanagh is working remotely due to self-isolating as had covered for a staff absence.
- The school would have a problem if the all the Safeguard leads on site or if more staff have to go off, but this will be addressed if the need arises. Both A Harris and S Kavanagh can be contacted by phone if any safeguarding needs arise.
- D Faulkner commented that parents really appreciated all the communication and updates received.
- M Stanhope reported that Tibshelf Community School has gone to remote learning for all year groups until 23rd November.
- R Coulson commented that whilst early information is good it cannot always happen this way. Key worker children ought to be in school if possible. The Head commented that a key worker school would be good it does depend on numbers and if the Safeguarding lead is still able to be on site.
- D Faulkner commented that the criteria worked really well last time, The Head replied that for the time being the school would remain open but if the need arises then the key worker children and criteria would be used again.
- M Stanhope commented that Tibshelf school have got key Stage 3 children in who have exceptional circumstances.

- L Moore commented that Tupton School have both children and staff wearing masks and would that be a good idea for Park House to consider , -The Head replied that staff can wear masks and visors if they wish to but at the moment it is not compulsory. Parents and staff have to wear masks at the start and end of school on the playground. The staff and governors thought that Primary children would mess about with the masks leading to more problems.
- R Coulson commented that would the masks be of great benefit as children would be touching their faces more as they play around with them?
- D Faulkner asked if parents could be given a choice if they want their child to wear a mask - The Head replied that there is guidance for over 11 years of age but not for under 11 but would consider parental request.

FG.11.20.08: Policies

- SEND policy and information report - **read, adopted and signed**
- Sports Premium - **read adopted and signed**
- M Stanhope asked about the sports leader - S Kavanagh was going to ask Hollie about running the lunchtime sessions. Qualitas has been bought in too and were looking to start in January. Qualitas were doing after school clubs. Qualitas are in school next week doing some curriculum work. 5 /60 are in school doing sport, healthy eating and team games. The playground is zoned off at the moment for various classes.
- M Stanhope asked if swimming came out of a different fund - The Head reported yes, it comes from the budget. At the end of Year 6 the requirements are to swim 25 metres, self save and swim 10 metres in different strokes should be achieved. The cluster schools don't want to swim this academic year. Sports premium can be used for catch up lessons.
- Pupil Premium - to be brought to Governors in January
- Social Media Code of Conduct- **read adopted and signed** (this policy has been reviewed due to a parent putting a message on social media that was not favourable to all. Defamation has been included in the policy). M Dore is happy with the wording as people need to be made aware

FG.11.20.09: Safeguarding

- The online training that the Governors had the link for still has not been completed by everyone. If Governors could get this done and email a copy of the certificate to the Head as soon as possible.
- Governor Roles – new named Governors - D Faulkner - Safeguarding and M Stanhope - SEND

FG.11.20.10: Finance Report

- The report was read.
- This year is going to be tight but hopefully next year will be better.
- The carry forward is £1,000
- The budget did not include the germicide company
- There will be a staffing overspend due to Covid 19
- The Pupil Premium does not include the Reception children due to the census.
- Money has been spent on whiteboards for Years 2 and 4, play frame and laptops.
- Year 4 child funding will not be picked up until next October due to census.
- *D Faulkner asked if the summerhouse roof has been budgeted for - The Head replied no , it will cost over £11,000 and the remaining devolved capital funding was needed for match funding.2 more whiteboards are needed and if the kitchen is moved then money will be required for computer equipment.*

FG.11.20.11: Health and Safety

- Inventory - Some equipment needs to be removed (see spreadsheet) - **Governors agreed**
- The Head reported that at the moment they are the only key holder but are self isolating. A security company has been looked at costing £200 per year holding fee plus £30 per call out. **Governors agreed**

FG.11.20.12: Staffing

- The new caretaker has resigned - the school needs someone who has a pride in the school and in the job. We have been allocated a relief.
- Mid day Supervisors - 3 have left and 3 have been recruited - 2 permanent and 1 relief. 1 permanent got another job before their DBS check came through so another candidate has been given a temporary contract.
- 2 staff are on long term sick - hopefully one will be back soon and the other going down the route of ill health
- **Headteacher performance management - M Dore, P Nicholson and Carolyn met over Teams with the Head last week. The targets that had been set had been achieved and Covid 19 had been taken into account. Targets have been set for this coming year - Reading, Maths and Curriculum.**
- **M Dore and P Nicholson proposed the Headteacher should progress to the next step on the pay scale (L14) and the Governing Body agreed.**

FG.11.20.13: Correspondence

- Nil

FG.11.20.14: Any Other Business

- Nil

FG.11.20.15: To Agree Confidential Items

- Nil

FG.11.20.16: Date and Time of Next Meeting

2021

- Full Governing Body Meeting Thursday 14th January at 6.00pm
- Full Governing Body Meeting Thursday 4th March at 6.00pm
- Full Governing Body Meeting Thursday 29th April at 6.00pm
- Full Governing Body Meeting Thursday 17th June at 6.00pm

M Dore thanked everyone for their hard work during the year.

D Faulkner - Thank you to all Park House for their work during Covid 19.

S Kavanagh - Thanks to the parent governors with their smiling faces on the playground.

S Kavanagh also asked whether lead governors could send messages to teachers personally to say thanks for all their hard work. **Governors agreed.**

Meeting Closed at 7.58pm

Signed..... Dated.....