Governing Body of The Winchcombe School Minutes of the meeting of Monday 10 February 2020 at 5.00 pm

Present: Neil Pilsworth, (NP) Head teacher, Rachel Redgwell (RR) Chair, Sophie Kain (SK), Nida Ahmed (NA), Roy Wood (RW), Derek Peaple (DP), Natasha Grove (NG), Chris Harding (CH), Paul Williamson (PW), Vickie Smith (VS) and Regina Kosa (RK)

Apologies: Abhinav Sahai (AS) Vice chair

Absent:

In attendance: Harriet Skinner (HS), Clerk, Elode Scarlett (ES) (Deputy head teacher), Sheilagh Peacock (SP) (School Business Manager) Mark Taylor

Agenda item		Action
1.	Introduction RR advised that following an uncontested parent governor election VS and RK (<i>RK joined the meeting at 5:20pm</i>) were elected to the GB. Introductions were made.	
2.	Apologies Abhinav Sahai (AS) Vice chair <i>The meeting was quorate</i>	
3.	Declaration of any other business None	
4.	Declaration of interests None	
5.	Minutes of the meeting of 18 November 2019 Agreed. RR signed the minutes as a true record of the meeting.	Update website By next meeting 27.04.2020
6.	Matters arising None	
7.	Head teacher report Following his meeting with the school's Inclusion Manager, PW noted some inconsistencies in the Special Educational Needs and Disability (SEND) data which NP agreed to investigate. RW commented on the high level of persistent absence (16.8%); NP informed governors of the measures being developed to address this. PW wanted to know if there was a pattern of SEND children persistently late or absent.	NP to check SEND data and report back to FGB By 27.04.2020 <i>challenge</i> NP to report absence data/impact of measures by 27.4.2020

Minutes of the meeting of 10.02.2020

1

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..... Date 27.04.2020

		NP/Kate Betts to obtain SEND absence/late data
		Action
	RR noted the high level of pupil mobility; NP advised that this was largely because of Vodafone parents on short term contracts not necessarily pupils moving schools. RR also pointed out that no incidents of bullying/racist/radicalisation were recorded – NP stated that this was correct, there were no concerns of this nature. He went to say that the school had implemented a specialist reporting system: Child Protection online management system (CPOMS) which has been rolled out to all staff for recording all incidents relating to CP. SK asked what JIGSAW was and NG explained that it was a Personal, Health and Social Education resource and there is a parent workshop planned. RR asked about progress in pupils' e-safety and NP informed governors that Mr Hawkins (teacher) is developing online safety lessons for children. RR queried if the school had received any compliments – NP pointed out that there have been some verbal compliments and it was felt that it would be appropriate to keep a record of	challenge challenge NP: Compliment log/record To be added to complaints log by 27.4.2020
	these.	
8.	Safeguarding ReportRR summarised her report to governors. RRraised a concern about data protection forCPOMS; NP reassured her that only designatedsafeguarding leads (DSLs) could access CPOMSoffsite and only with double loop authenticationcheck.NP agreed to consider RR's recommendations inthe report.	NP to report back by 27.04.2020 with confirmed actions
9.	Pupil Premium Grant (PPG) report DP shared his report with the GB. DP noted the creative use of the curriculum e.g. horse therapy at Greatwood.	

Minutes of the meeting of 10.02.2020

Signed

10.	Health & Safety update SP gave an update on the roof repairs and reported on recent lock down drill and fire drill. VS asked if parents were made aware of lockdown procedures in advance of a drill in order to explain to children. SP explained that pupils are given a low-key explanation so as not to alarm them. The new build is going ahead – no safety issues to report.	Action
11.	Policy Review and approval The Behaviour Policy, First Aid Policy and Exclusions Policy were all approved.	Upload policies to website, Staff shared folder And hard copy in policy File Clerk by 27.04.2020
12.	Report from the Finance & Human Resources (F&HR) Committee and Schools Financial Value Standard (SFVS) RW cautioned that the school's budgets were not sustainable and a deficit was forecasted from 2020/21 if funding remains at current level. RW reiterated his challenge to NP to address the in-year deficit. RR asked NP if the school has the resources needed to maintain quality of education; NP advised that he is working with SP on a number of scenarios to tackle in year deficit and will report back to the F&HR Committee. The GB discussed lettings opportunities and expanding Phoenix Club to increase income. Lastly, the GB considered and approved the SFVS 2019/20.	Challenge Submit SFVS to schools audit – WBC Clerk – by 31.03.2020
13.	Governor Visits – feedback	
		Mark Taylor/NP

Minutes of the meeting of 10.02.2020

3

	RR confirmed with GB that all governors were making progress with their SIP/link governor roles. RW and DP shared their feedback on their recent visit with Maths leads: DP commented on very good practice, both enjoyed the visit, details in their report. AS, NA and PW met with the school council - AS report was circulated. NA and PW conveyed that they were impressed with the children and their knowledge of the school's values. RR thought it important to address the students' requests so they know their voice has been heard. NA and PW also met with Mrs Betts (inclusion	To confirm parent workshops for Maths By 27.4.2020 Action NP/AS to follow up student council report By 27.04.2020
	manager) to discuss SEND. Lastly ES commented that she has seen a definite increase in engagement and visits from governors since September 2019.	
14.	AOB None	
17.	Date & time of next meeting Monday 27 th April 2020 at 5.00 pm The meeting closed at 6:10pm	

Documents circulated with this agenda:

Minutes of the FGB meeting of 18.11.2019 Minutes of the F&HR Committee meeting of 20.01.2020 HT report to Governors Autumn Term 2019-20 Safeguarding report Feb 2020 PPG report Feb 2020 Schools Financial Value Standard (SFVS) Staffing Structure 2019 Behaviour Policy Exclusion Policy First Aid Policy Governor Visit report & annex 9 Jan 2020 RW & DP Governor Visit report 6 Feb 2020 Abhinav

Minutes of the meeting of 10.02.2020

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