

# Governing Body of The Winchcombe School

## Minutes of the meeting of

Monday 21<sup>st</sup> September 2020 at 4:30pm (via Zoom)

**Present:** Neil Pilsworth, (NP) Head teacher, Rachel Redgwell (RR) Chair, Abhinav Sahai (AS) Vice chair, Nida Ahmed (NA), Roy Wood (RW), Natasha Grove (NG), Regina Kosa (RK) , Derek Peale (DP) Sophie Kain (SK), Paul Williamson (PW), Chris Harding (CH)

**Apologies:** Vickie Smith (VS)

**Absent:**

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

Agenda item		Action
1.	<b>Apologies:</b> Vickie Smith (VS) Paul Williamson (PW) joined the meeting at 16:49 (no audio or video) <i>The meeting was quorate</i>	
2.	<b>Declaration of any other business</b> <b>(i)Curriculum (DP)</b> <b>(ii) H&amp;S outside school (RW)</b>	
3.	<b>Declaration of interests</b> None	
4.	<b>Minutes of the meeting of 6<sup>th</sup> July 2020</b> It was agreed that the minutes were a true record of the meeting. RR to sign electronically.	Update website ASAP
5.	<b>Matters arising</b> None – all actions from meeting of 6 <sup>th</sup> July 2020 completed.	
6.	<b>Head teacher up date</b> NP reported a positive start to school; children, staff and parents happy to be back. The new Behaviour Policy is a success and reward texts home/communication are working well. ES and NG concurred. RW enquired about attendance and if parents were keeping children away from school because of anxiety about Covid 19. NP advised that attendance for the first 2 weeks of	

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Signed .....



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		<b>Action</b>
	<p>term was 79.1%. Family Support Workers (FSW) are analysing pupil absence to assess how much is due to colds etc.</p> <p>RR asked if there had been any difficulties with opening the school, NP advised that the return to school had presented some challenges particularly at the beginning and end of the school day as well as factoring in regular handwashing/sanitising classrooms.</p> <p>A discussion took place about more detailed staggered start times and a one-way system on the approach to school (there is a one-way system in place in the school grounds). NP asserted that many possibilities had been considered and senior leadership team (SLT) had concluded that a simple approach would be easier to adhere to and parents and carers must take responsibility for social distancing, wearing face coverings and following the instructions set out by the school.</p> <p>SK commented that the school was doing a good job but missed the face to face interaction with class teachers. NP acknowledged this, and pointed out that parents can still contact teachers by `phone, virtual meeting or an arranged face to face meeting outside wearing face coverings. RR suggested that the newsletter reiterate these measures.</p> <p>NA requested a weekly update on how children are progressing. NP sympathised but pointed out that he was trying to reduce teachers' workload; RR agreed that this was untenable.</p> <p>NP advised that SLT are looking into how parents' evenings will work safely and this will be the opportunity to provide feedback.</p>	
<b>7.</b>	<p><b>School Improvement Plan (SIP)</b></p> <p>The SIP was circulated and governors understood the school's priorities of curriculum and behaviour.</p> <p>NP advised that key progress details will be updated after half term, together with financial implications and lead staff member/governor</p>	<p>update SIP – NP next meeting 16.11.2020</p>

	roles assigned in answer to queries from RW and AS.	<b>Action</b>
<b>8.</b>	<b>Approval of Behaviour Policy and Behaviour Ladders</b> SK asked if parents' forum had been well attended. NP advised that it went well. Behaviour Policy was approved by the GB.	Upload to website Clerk ASAP
<b>9.</b>	<b>Health and Safety ((H&amp;S) Report</b> RW's report was circulated in advance of the meeting. RW commented that all was in good order. The next school H&S visit is scheduled for 24 <sup>th</sup> September with RW and CH.	Circulate H&S report to GB – CH/RW 2.10.2020
<b>10.</b>	<b>Approval of H&amp;S Policy</b> Approved by the GB.	Circulate to staff Clerk ASAP
<b>11.</b>	<b>Safeguarding update</b> RR met with SP on 18 <sup>th</sup> September to inspect Single Central Record, Prohibitions and Section 128. There were no safeguarding concerns and RR will formally report back to governors at the next meeting of the FGB.	Report back to GB – RR next meeting 16.11.2020
<b>12.</b>	<b>Report from the Finance &amp; Human resources Committee (F&amp;HR)</b> Budget monitoring reports for P4 were circulated prior to the meeting. RW did not note any concerns other than loss of Phoenix Club income during school closure. RW and DP are to meet with Pupil Premium Grant (PPG) lead and will report back to Finance & Human resources Committee. Phoenix Club is now open in a reduced capacity. Happy Kids new build is nearing completion so the club hopes to utilise this space to open another bubble. SK asked about additional expenditure related to Covid 19 safety, SP is monitoring and acknowledged the school is spending more than usual on hygiene supplies.	Arrange PPG meeting DP/RW Next meeting 16.11.2020
<b>13.</b>	<b>Reminder: Business Interest Forms/Code of Conduct 2020/21</b> RR reminded the GB to read and return/update their profile on GovernorHub.	Read, update GovernorHub profile or return completed form to clerk by 30.9.2020

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Signed .....

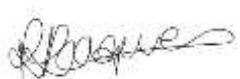

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<p><b>14.</b></p>	<p><b>AOB</b>  <b>(i)Curriculum</b>  DP met with NP and SLT on 16<sup>th</sup> September.  DP reported that outstanding work had been done on a rich long-term curriculum.</p>	
	<p>DP went onto say that the curriculum had been carefully planned with a clear overview on delivery in each subject. However, lockdown and school closure meant there are pressures on staff and constraints due to H&amp;S which impact on delivering that curriculum. Decisions need to be made to moderate that curriculum offer to be realistically delivered by staff whilst still achieving key outcomes for all pupils. SLT need to modify the long-term curriculum and adopt a fresh approach in the current situation to make sure it is deliverable. DP has a follow up meeting with SLT on 28<sup>th</sup> September and will report back to the GB.  ES agreed that this was a fair synopsis of the work being undertake, NP reminded governors that the intended curriculum will be linked to the SIP.</p> <p><b>(ii) H&amp;S outside school</b>  RW advised that at the beginning and end of the school day there is concern from parents, staff and residents about safety in the roads surrounding school. RW and RR met outside the school gates (today) to observe children arriving. RW acknowledged that many attempts have been made over the years to encourage parents to be respectful of the school's neighbours when parking and mindful of student safety. RW will talk to NP/WBC and seek a solution agreeable to all.</p>	<p><b>Action</b></p> <p>Report back to GB –  DP next meeting  16.11.2020</p> <p>Report back to GB –  RW next meeting  16.11.2020</p>
<p><b>15.</b></p>	<p><b>Date &amp; time of next meeting</b>  Monday 16<sup>th</sup> November at 4:30pm</p> <p>The meeting closed at 5:50pm</p>	

**Documents circulated with this agenda:**

Minutes of the FGB meeting of 6.7.2020

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SIP  
Behaviour Policy & Behaviour Ladders  
Health and Safety Policy  
H&S report  
Budget Monitoring P4

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