



**Governing Body of the Winchcombe School  
Minutes of the Governing Board  
Monday 5 July 2021 at 5.00pm (via zoom)**

**Present:** Rachel Redgwell LA governor (CoG) (RR), Neil Pilsworth (NP) Head teacher, Derek Peaple (DP) (Vice Chair) co-opted governor, Roy Wood (RW), Chair, F&HR Committee), Natasha Grove (NG) (elected staff governor), Regina Kosa (RK) (elected parent governor)

**Apologies:** Nida Ahmed (NA) (co-opted governor)

**Absent:**

**In attendance:** Harriet Skinner (HS), Clerk, Sheilagh Peacock (SP), School Business Manager (SBM),

Agenda item	Key: Strategic direction/Challenge or Question/Answer/Action/Extract
1.	<b>Apologies</b> Nida Ahmed (NA) (co-opted governor) <i>The meeting was quorate</i>
2.	<b>Declaration of any other business</b> None
3.	<b>Declaration of interests</b> None
4.	<b>Minutes of the meeting of 26 April 2021</b> It was agreed that the minutes were a true record of the meeting. RR gave her permission to use her electronic signature.
5.	<b>Matters arising</b> <b>(i) Student Council</b> Student Council has not been active this term, will be relaunched in Autumn Term 2021. <b>GB to attend student council meeting during 2021-22 academic year.</b> <b>(ii) Catch up plan</b> RW asked for an update, NP advised that objectives have not yet been met, <b>NP to update September 2021.</b>
6.	<b>Re-appointment of Derek Peaple co-opted governor</b> DP agreed to stand for office for another 2-year term. Agreed unanimously by the GB. <b>Clerk to update GovernorHub, website.</b>
7.	<b>Head teacher report</b> Governors noted a 6% decrease in persistent absence from 16.5% to 10.48%, <b>RW commented that the Local Authority figure is 5.9% and asked NP if this was achievable at The Winchcombe School.</b> NP was confident that, with the continued level of engagement with families by the school's Family Support Workers (FSW), persistent absence would reduce further.

	<p>RW wanted to know which areas of the curriculum the school is particularly strong in, NP advised, that PE provision is exceptionally effective because the school employs a dedicated sports coach who has developed a varied and robust curriculum. NG felt Maths provision is a success: teachers are confident where progression is and where there are gaps in learning, RW attributed this to mastery of maths in school.</p> <p>NP asserted that the Head Teachers report was also the school's self-evaluation form (SEF), DP opined that the HT report was an effective working document and made the following observations: provision of PE/Sport was a hybrid arrangement between in-house and West Berkshire School Sport partnership and as such an efficient use of primary school sports premium, with added value from the school's sports coach. Secondly, the school's safeguarding provision is robust due to FSWs' interventions and recorded rigorously via CPOMS (software for monitoring child protection).</p> <p>RR informed the GB that through her weekly meetings with NP and FSWs, she has seen that safeguarding incidents have decreased and the behaviour ladder is fully embedded and a consistent approach to behaviour management from all staff.</p> <p>RR asked NP about his view on where the school is now, NP maintained that in terms of quality of education/curriculum the school is good, behaviour has improved, leadership and management is strong.</p> <p>RW asked what JIGSAW is and NG confirmed that it is a resource for Personal, Health and Social Education (PHSE).</p>
<b>8.</b>	<p><b>Curriculum Report</b></p> <p>DP shared positive feedback from the LA: Winchcombe's curriculum has been highlighted as a model of good practice, DP congratulated ES and Lesley Quirk and commented that they have developed the curriculum that is responsive to the needs of the pandemic. ES commented that there is still work to do and staff had worked hard to implement into the classroom. NP advised that next area of focus will be assessment.</p>
<b>9.</b>	<p><b>H&amp;S Report</b></p> <p>RW and SP did a school walk around on 10.06.2021, everything in order, H&amp;S checklist completed and circulated to governors.</p>
<b>10.</b>	<p><b>PPG report</b></p> <p>DP and RW met with Kate Betts (Inclusion manager) and Mark Taylor (PPG lead), report circulated to governors with meeting pack. RW reported that challenging questions had been posed re: distribution of PPG. Random case studies showed how needs of PPG pupils are met, RW was impressed with the raft of measures put in place. RW noted that 2 key actions from the SIP (Oct &amp; Dec 2020): pupil with barriers identified, Gaps identified for PP children have been achieved.</p>
<b>11.</b>	<p><b>SEND report</b></p> <p>RR noted that school attendance of SEND children has improved. RR asked if the pandemic had resulted in a delay of referrals, NP advised that there was not a backlog and that outside professionals working with SEND pupils are now back in schools.</p>
<b>12.</b>	<p><b>Safeguarding Report</b></p> <p>RR summarised her report to governors. RR visits school every Friday, no serious omissions in Single Central Record (SCR), DBS renewals up to date and improved attendance. RR praised the FSWs, noting their kindness and professionalism. The CPOMS system is being used effectively and there is joined up work between agencies.</p> <p>RR concluded that she is confident children are safe at The Winchcombe School.</p>

<b>13.</b>	<b>Report from the Finance &amp; Human Resources Committee (F&amp;HR)</b> RW reported on the meeting of 21 <sup>st</sup> June 2021. A discussion took place about the Friends of Winchcombe (FoWs) and governors were pleased that they have re-launched and hoped for a successful year of events and fundraising. Governors learnt that all the recommendations from the internal audit report have been implemented and HS advised that the statement of completion has been submitted to WBC. The GB noted that the budget out-turn 2020-21 was as expected. Period 2 Budget monitoring/ variances were discussed, SP cautioned that it was early in the financial year but so far all was as expected.
<b>14.</b>	<b>AOB</b> (i)None
<b>15.</b>	<b>Date and time of next meeting</b> To be advised <i>The meeting closed at 6.00pm</i>

	<b>Supporting documents</b>	<b>Agenda item</b>
<b>1.</b>	Agenda for this meeting	<b>1.</b>
<b>3.</b>	HT report Spring/Summer 2021 Governor Questions for HT report Winchcombe Self Improvement Plan (SIP) Ofsted Questions to governors May 2021 Assessment Strategies Primary School Visit report Donna Fox (School Improvement Advisor SIA), Home Learning Survey Spring Term 1	<b>7.</b>
<b>4.</b>	The Journey of the Winchcombe Curriculum	<b>8.</b>
<b>5.</b>	Spring/Summer H&S visit	<b>9.</b>
<b>6.</b>	PPG Report June 2021	<b>10.</b>
<b>7.</b>	SEND report June 2021	<b>11.</b>
<b>8.</b>	Safeguarding Report June 2021	<b>12.</b>
<b>9.</b>	Minutes of the F&HR meeting 21.06.2021	<b>13.</b>

<b>Action No:</b>	<b>Summary of Actions</b>	<b>Lead by</b>
<b>1.</b>	GB to attend student council meeting during 2021-22 academic year.	RR
<b>2.</b>	Clerk to update GovernorHub/website re: DP's re-appointment by 20.07.2021	Clerk
<b>3.</b>	Catch up plan update, first FGB meeting in Sept 2021	NP