



**Governing Body of the Winchcombe School
Minutes of the Governing Board
Monday 22 November 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, Natasha Grove (NG) (elected staff governor), Regina Kosa (RK) (elected parent governor)

Apologies:

Absent:

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

Key: Strategic direction/Challenge or Question/Answer/Action/Extract

1.Apologies

The meeting was quorate

2.Declaration of any other business

None

3.Declaration of interests

None

4. Minutes of the meeting of 20 September 2021

It was agreed that the minutes were a true record of the meeting. RR gave her consent to use her electronic signature,

5. Matters arising

(i)Head teacher's Performance Management

DP confirmed that he has attended WBC training.

6.Re appointment of Local Authority Governors (Rachel Redgwell)

The clerk confirmed that West Berkshire Council (WBC) Head of Education and the local councillors had no objections and approved RR's application. The FGB agreed unanimously to approve the reappointment of RR as Local Authority (LA) appointed governor for a term of office of two years. **Update Governor Hub, website: Clerk ASAP**

7.Head teacher's Update and School Improvement Plan (SIP)

NP thanked governors and staff for their support during the Ofsted inspection last week. NP advised that the report would be available in the next 30 days and cautioned that he cannot comment on the visit until the report is finalised at which point the outcome can be shared with governors and staff. NP reported that positive COVID cases are increasing and extra precautions have been put in place in school.

RR asked if Christmas activities would still go ahead. NP informed governors that children would attend the pantomime/Christmas lunch in year group bubbles and the nativity would be recorded and shared online.

RR commented that the parents' consultations via telephone had been well received by parents. RR asked about extra- curricular clubs in the light of the increase in COVID cases and NP assured the GB that the school is committed to running clubs and hoped to have them operational in the new year.

8.Safeguarding Report (RR)

RR has inspected the single central record (SCR) this term and met with the family support workers and had no safeguarding concern to report to the GB.

NP advised that he and RR are arranging specialist training on peer on peer abuse to be rolled out to all staff. DP asked if this training was available via WBC and NP counselled that it would be arranged in house as there are currently no sessions run by WBC.

RR has arranged a school visit to complete safeguarding audit and will report back to governors at the next FGB meeting: 14.2.2022.

9. Health & Safety Report (SP & RK)

RR visited school last term for a walkaround and completed H&S checklist. There were 2 items outstanding: fire assessment and review of first aid boxes. SP confirmed that these actions have been completed.

RR asked about lockdown drill and SP confirmed that a drill had taken place this term. RR commented that parking issues around the school appear to have reduced, and roof works are underway.

10. Report from the Finance & Human resources Committee (F&HR)

DP reported that the meeting of 1.11.2021 was well informed due to SP's extensive reports to F&HR Committee. Since the meeting the committee has received Period 7 budget monitoring reports and SP cautioned that carry forward is lower and the school is close to deficit at the end of 2021/22 financial year. DP and F&HR committee will monitor situation closely.

11.Approval of terms of reference of the F&HR committee

Approved.

Clerk to update website by 30.11.2021

12.Approval of summary teachers' appraisal report 2021

The GB accepted senior leadership's assessment. Approved.

13.AOB

None

Date and time of next meeting

Monday 14th February 2022 at 5.00pm

The meeting closed at 5.20pm

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1.	Agenda for this meeting	1.
2.	Minutes of the meeting of 20 th September	4.
3.	SIP	7.
4.	Health & Safety Checklist	9.
5.	Minutes of the F&HR meeting of 1 st November 2021	10.
6.	Terms of Reference of the F&HR Committee	11.
7.	Summary teachers' appraisal report 2021	12.

