



LOCAL GOVERNING BODY MINUTES OF MEETING
Tuesday 12th May 2020, held remotely on Microsoft Teams

Present:

- Marion Lloyd (Chair)
- Kate Yeoman (Chesterton Head Teacher)
- Bryony Surtees (Isle of Ely Head Teacher)
- Kate Coates (Isle of Ely)
- Richard Martin (Chesterton)
- Annabel Charles
- Stephanie Peachey
- Stephen Dove
- Allan Sanderson
- Tim Gingell
- Liz Wright (Clerk)

Apologies:

- David Monk

Item	Agenda Item	Action
1.0	Apologies for absence	
1.1	As above.	
2.0	Pecuniary and other interests	
2.1	SD declared an interest as a hirer of the school building as the Lettings Policy charges are on the agenda.	
3.0	Chair's actions	
3.1	ML approved Safeguarding Annex to the policies for both schools, with regard to Covid-19.	
4.0	Minutes of the meeting held on Wednesday 21st January 2020	
4.1	The minutes of the previous meeting were agreed. The meeting scheduled for 24 th March 2020 was cancelled due to Covid-19.	
4.2	Matters arising; Prev 4.2 – BS will look at the Homework Policy. Prev 9.1 – AC has an attendance visit to IOE still outstanding, as she was not able to arrange this before lockdown.	BS AC
5.0	Approve policies	
5.1	Isle of Ely Lettings Policy – review charges. It was agreed that the charges would stay the same and be reviewed in 12 months' time.	
5.2	Isle of Ely Lone Worker Policy – This policy & risk assessment, based on the ALT model policy was approved.	
6.0	Head Teacher reports	
6.1	Following the discussion at the last meeting, it was agreed that the Head Teacher reports to governors should align with the aims of the school development plan, and reports should show evidence of impact and progress against the aims of the SDP, and around the headings from the Ofsted framework.	

6.2	<p>Chesterton – Covid-19 update</p> <p>KY confirmed that she is working towards the 1st June date for phased re-opening of Reception, Year 1 and Year 6, but she will be awaiting further guidance from ALT on Friday.</p>	
6.3	<p>Chesterton plan to take children in staggered start, end and lunchtimes. 25% of those eligible have indicated they would like to return. TG asked if the restrictions had resulted in fewer parents wanting their children to return, and whether taking all years groups back for the last month was realistic. AC asked whether the staggered starts would cause problems for those with siblings. KY was awaiting further guidance on the return for all years, and the school would be accommodating with regard to siblings.</p> <p>KY also explained that there would be no fines for non-attendance, and that the school would not be held to account for results during this time.</p> <p>AC asked whether there were challenges in continuing to provide the home learning. KY replied that they were considering the logistics for planning the home learning, alongside other needs, such as the children’s wellbeing and identifying gaps, getting them ready to learn when they are able to come back to school.</p> <p>AC asked whether the children at home are getting feedback on their work? KY replied that teachers are replying to the work sent in. Teachers are also providing weekly challenges via videos.</p> <p>AC asked whether teachers were monitoring progress, or had they thought about how this could be done? KY replied that it would be difficult to monitor progress as teachers are unsure how much is the child’s own, independent work. She said they were focussing on engagement. Teachers were also ringing home and speaking to parents and children. RM added that the new maths academy, Khan, records levels of engagement, but the provision is still evolving.</p> <p>AS asked whether some of the other platforms used record engagement. KY replied that Purple Mash does. BS and KC added that Isle of Ely teachers have analysed the engagement and contacted those children who are not engaging. They added that 82% of children had engaged with the learning.</p> <p>SP asked how many children at Chesterton can’t access the learning on line. KY replied that they have printed paper packs for some families and provided laptops to some families.</p> <p>ML asked what was being done to support Head Teacher and Teacher wellbeing during this time. KY replied that staff had been positive, a 3 week rota was in operation for staff, however, there are 7 staff working from home with underlying health conditions, and KY is regularly checking in with them. KY confirmed that staff are now able to access testing as key workers if they have symptoms of Covid-19.</p>	
6.4	<p>Isle of Ely – Covid-19 update</p> <p>BS confirmed she was making similar plans for phased re-opening from 1st June, and reiterated comments about learning & engagement of the home learning.</p>	
6.5	<p>BS is making plans for September with a new leadership structure, and recruitment.</p> <p>DS & TG asked what the difference was between a deputy head and an assistant head. BS explained that the deputy head was a more senior, strategic role. Each deputy will have a 2 day a week teaching commitment. Laura Fielding will be responsible for Inclusion (incorporating SEN, PP and behaviour), and Neil Lloyd, the new Deputy, will be responsible for teaching & learning and coaching across the school. The Assistant head role will be a</p>	

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	<p>full time class teacher (with management release time) and will have responsibility for curriculum.</p> <p>BS confirmed that on line interviews will be taking place this week for year 6 teachers, and to fill teaching gaps in year 4 and EYFS.</p>	
6.6	<p>AS asked what was happening regarding the planned Thrive programme for pastoral support and wellbeing. BS replied that Hayley Ashman, Thrive lead is undertaking the Thrive practitioner training and will provide a therapeutic approach to supporting children in school. SLT will also undertake some on line Thrive training, and all staff will training in the approach. BS will also be advertising for a Pastoral Support Assistant to work alongside the Thrive Practitioner and to be on call to support where needed.</p> <p>BS also explained that she, along with the staff are reviewing the behaviour policy and approach in line with the Thrive approach, and the Paul Dix approach; 'When the adults change, everything changes'.</p> <p>TG asked what was being done to support children with SEND currently at home. BS explained there were 9 children with EHCP, and the SENDCo is doing regular welfare checks and all 9 are accessing the learning in some form.</p>	
7.0	Budget for 2019/20 and budget setting for 2020/21	
7.1	<p>Chesterton – Chesterton will be funded on actual numbers from September 2020. There are currently 2 small cohorts, and it is likely the year will end with an in year deficit; however, this will be bolstered by the carry forward. 30 children are expected for the new reception cohort from September.</p>	
7.2	<p>Isle of Ely – Ely is looking to end this year with a healthy carry forward, and forecasted to end next year with a healthy in year balance to add to the carry forward. The reception cohort for September 20 is 39 which lower than our PAN of 60.</p> <p>TG asked if any of the nursery staff had been furloughed. BS replied that they had not been furloughed, and one Nursery TA had been loaned to a local school to help with their key worker provision.</p> <p>AS asked if Covid-19 had impacted on the budget. BS replied that it had not had an adverse effect. Currently 8 staff are isolating due to underlying health conditions or medical advice. BS is using this time to plan with staff for next year in terms of; curriculum, behaviour, maths and writing.</p>	
9.0	Any other business	
9.1	<p>AS asked what plans had been made for children who will be most affected by the closure or who will have greater needs when they return?</p> <p>BS replied that from September 20 IOE will have 2 Thrive practitioners to provide pastoral/wellbeing support, and these will be out of class/on call. In additional all staff have been upskilling by completing on line training around mental health. Whole school staff training will also focus on all staff having a responsibility to support wellbeing.</p>	
9.2	<p>SP asked whether Teaching Assistants will be used to cover classes, and how will this be planned, and will this be made on the parents questionnaire for the phased return?</p> <p>BS replied that the guidance allows for Teaching Assistants to teach a bubble, under the guidance of a teacher and planning will be undertaken by the teacher.</p> <p>AS added that it would be disappointing of children were taught by unqualified teachers.</p>	



	<p>ML countered that this is a response to an emergency situation.</p> <p>KY added that in most cases Teaching Assistants are more than capable, know the children’s needs well, and would be supported by the class teacher.</p> <p>AS re-iterated that we need to be mindful of messages to parents regarding children being taught by Teaching Assistants. SP countered that this was an opportunity to let parents know that they can be confident that Teaching Assistants are fully trained professionals in school.</p>	
10.0	Dates of future meetings	
10.1	The next meeting will be held on Tuesday 7 th July 2020 at 6pm. This is due to be at Isle of Ely Primary School, we will await Covid-19 guidance before confirming.	
11.0	Items for future agendas	
11.1	<ul style="list-style-type: none"> Review joint governing body. Set dates for next academic year 	

Meeting closed at 7.09pm

Green – Governor questions/comments

Red - actions