



LOCAL GOVERNING BODY MINUTES OF MEETING
Tuesday 13th October 2020, held remotely on Microsoft Teams

Present:

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

Apologies:

Item	Agenda Item	Action
1.0	Apologies for absence	
1.1	There were no apologies.	
2.0	Pecuniary and other interests	
2.1	The annual declaration of interests is now due. Please complete the form (included with minutes) and return to Liz.	ALL
2.2	The revised Privacy Notice for governors was noted.	
3.0	Chair's actions	
3.1	Following the consultation to split the current governing body, the majority were in favour of a split. There have been many benefits and successes in a joint body in terms of learning and comparison, however, there have also been drawbacks, e.g. the commitment required by governors to read 2 sets of papers relating to each school, the length of meetings required to cover the business of each school, and individual governors will naturally be more invested in their own community. Now that both schools have grown, this is now an optimal time to split the governing bodies. Both schools are very different in terms of demography, curriculum, staffing structure, size, and local issues. As both schools continue to grow and develop, it makes sense to have separate bodies.	
3.2	Marion thanked everyone for their honesty in the consultation, and for their hard work in reading and digesting the paperwork & data and embracing the challenges of both schools for so long. This meeting will be the last joint governing body meeting.	
3.2	Next steps; The terms of reference state that local governing bodies are made up of; <ul style="list-style-type: none"> • 1 chair • 4 Trust governors • 2 parent governors • 2 staff representatives 	

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	Both governing bodies will need to recruit new governors, both Trust and parent governors, and ALT will work with both schools to support this. Marion would like to resign as chair and from the governing body as soon as a replacement is found.	LW
3.3	Chesterton – Tim is happy to continue as Vice-Chair, and Annabel is happy to continue her current role. Kate has been in touch with 3 potential governors to join the new Chesterton body, and a Clerk is also required for Chesterton.	KY
3.4	Ely – Stephen Dove has expressed an interest in becoming Chair. This appointment will need to be ratified by the Board. Allan is happy to continue as Vice-Chair. An election for a new parent governor is currently being held, the result will be known on 4 th November. 4 other community members have expressed an interest in becoming governors, and these are being followed up.	LW
4.0	Minutes of the meeting held on Tuesday 7th July 2020	
4.1	The minutes of the previous meeting were agreed.	
4.2	Matters arising; There were no matters arising.	
5.0	Policies	
5.1	The following policies were ratified; <ul style="list-style-type: none"> • IOE RSE Policy (Discussed in July 2020) • IOE Marking & Feedback Policy (Discussed in July 2020) • IOE Behaviour Policy (Discussed in July 2020) 	
5.2	IOE Face Covering Policy – this was approved, although it was noted that this could have been made clear through guidance without the need for a formal policy.	
5.3	Remote Learning Policy – both schools – these were approved. BS said this was based on a model policy from ALT. AS questioned the ‘once a week’ contact. BS clarified that this was for wellbeing/welfare check. Teachers will be available every day for teaching & learning on Microsoft Teams. SP asked about children who do not have access to tech? BS said we would provide laptops, or paper packs if needed, but this would mean that they would miss the interaction of live lessons. TA’s would also make welfare checks with vulnerable children by phone. AS said that the policy had not reflected his recent experience of his daughter having to isolate. BS said that the new requirement was from 22 nd October, however, we are trying to be ahead of the curve. ML asked how many children have had to isolate this term. BS said a few children, but usually only for 1 to 2 days whilst awaiting test results. KY said Chesterton were using Google classroom; however, there are currently some technical issues, and so they are using a paper-based system at the moment. The number of children isolating has reduced since the start of term.	
5.4	IOE Safeguarding Policy (Inc. updated KCSIE 2020) – this was approved. CPS Safeguarding Policy (Inc. updated KCSIE 2020)– TG has some comments which he will email to KY	

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5.5	ML reminded governors that they should log on to 'My Concern' to access and read the safeguarding policies. LF will email individual governors. KY will set this up for the new CPS governing body when in place.	LF/KY
5.6	AC asked that all policies be proof-read before publishing on the website.	BS/KY
5.7	CPS Annual review of lettings charges – it was agreed to keep the charges the same.	KY
5.8	Annual RPA considerations – The governing body considered that the RPA provided adequate insurance cover for activities at both schools. LW will send information about the RPA to AS.	LW
6.0	Head Teacher reports	
6.1	Chesterton Primary School KY presented her report. ML asked what was being done to increase numbers. KY replied that she was working with the Trust on creating a vision and ethos for the school as a USP. She was also holding virtual events for the 2021 reception intake. Admissions are through the local authority, and currently the low numbers are placing a strain on the budget.	
6.2	ML asked what the reasons were for the high mobility of children. KY replied that it was due to many factors, including demography, disadvantage in the area, some families being in temporary accommodation before moving further away for permanent housing.	
6.3	SP asked how PP initiatives were chosen. KY replied that some were tested with good outcomes elsewhere, and some had approached the school. Commander Jo had approached the school, KY did some research and felt that it was well suited to the school. The programme works on; teamwork, sharing, resilience.	
6.4	ML was concerned that the report did not show impact. BS & AC both stated that it was too early in the term to show impact. The Ollie coaches did virtual sessions during lockdown, and TA's were also phoning during lockdown to keep in contact.	
6.5	ML asked about the baseline figures. KY said that 72% of children were at age-related expectations. The PiXL tests identify borderline children.	
6.6	ML mentioned that 5 mins to evacuate for the fire drill was too long. KY said there had been an accidental repeat since the report was written and the school was evacuated within 2.5 minutes.	
6.7	KY has been working with the trust on developing the impact/success criteria for the HT report. AC agreed that it would be good to have clarity around what is the success criteria and impact, to enable governors to scrutinise and challenge effectively.	
6.8	TG asked whether the new SENDco was having an impact. KY said she was getting to know the children, carrying out ADPR's, meeting parents. She had been working with teachers on setting clear targets. She has extended her contact to the end of the Spring term.	
6.9	KY said she was proud of how well the children had returned to school, they had settled well and appeared resilient. The teachers and TA's had worked hard to make it a positive start to the year.	
6.10	The governors wanted to record their thanks to KY for her leadership of the school during this challenging time.	
6.11	Isle of Ely	

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	BS introduced Neil Lloyd who had joined the school in September as deputy responsible for teaching and learning. Laura's deputy role was now Inclusion & behaviour.	
6.12	ML asked about PP grant spending. BS said there was a focus on SEMD, Thrive and pastoral support. Gaps are being addressed through Quality First Teaching, and targeted intervention through PiXL tests. PiXL is a diagnostic tool, which directs teachers and TA's to therapies.	
6.13	SD asked why H&S incidents were so high. BS replied these were cumulative for the year, and staff had recently started using Handsam for first aid recording, so includes all first aid incidents.	
6.14	AC asked why not all PP children were currently receiving PP funding. BS said funding was based on numbers from January census, and our PP figure had increased since lockdown. AC asked how we support those children who were not yet funded. BS replied through Quality First Teaching, and Thrive.	
6.15	ML asked about standards and targets post lockdown. BS replied that years 2 and 3 had larger gaps from lockdown, and gaps in KS1 would be filled through Read, Write, Inc, and Talk for Writing. The year 2 phonics screening will be carried out before Christmas.	
6.16	ML asked about how the school will address low intake numbers in the future. BS said through a number of initiatives, including; virtual tours, house captains, good news stories, fliers to the new homes.	
6.17	AS asked if there were plans to use the Covid-19 catch up funding. BS replied we would receive approx. £25,000 (£80 per pupil). This will be spent on; <ul style="list-style-type: none"> • Maths Whizz • Tutoring – some of our own staff will register as tutors • Phonics after school sessions • Thrive on line and lessons in all classes 	
6.18	AS asked if the behaviour policy had been well received by parents. BS said this had been the subject of a parents forum. There was now a recognition board in the foyer by class and whole school. These recognitions are celebrated in all classes and through virtual assemblies. BS said that HA the Thrive lead would be taking maternity leave next year, however, KP, the new pastoral support assistant is currently training to be a Thrive practitioner.	
6.19	AS asked that thanks to BS and the whole team from the governors be recorded. AS said the changes with house captains, eco-council etc had been well received. BS felt that these initiatives would help the children to be involved and valued. Some of the lockdown changes had been positive, e.g. coming to school in PE kit, virtual assemblies, the children like sitting in rows, and the shorter breaks had a positive impact on behaviour.	
7.0	Budget 2020/21	
7.1	Chesterton – have set an in year deficit budget for this year, but will be offset by the carry forward from last year. 2020/21 is the first year funded on actual numbers from Oct 2019 census.	
7.2	Ely – Budget is healthy for this year; however, 2021/22 will be funded on census numbers from October 2020 which was 359 children, R-Y6. We will need to increase the school roll significantly for the October 2021 census to enable the budget to balance.	
7.3	ML said both schools will need to maximise the additional funding on offer, e.g. Covid-19 catch up funding and other available grants.	

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7.4	BS said the housing nearby was now filling up and there was a greater demand for nursery places; however, we are competing with several other good schools in Ely.	
9.0	Any other business	
9.1	<p>Parent council – BS together with SLT had considered the rationale, purpose, pros and cons of the Parent Council and had decided to discontinue it in favour of a more inclusive Parents Forum. The feedback from many parents was that they did not engage with their class rep and would rather go directly to the school.</p> <p>The Parents Forum will consist of share sessions on different issues, delivered directly from SLT to any parents wishing to partake any session. BS was keen to engage with parents, and felt that this was a more inclusive way.</p> <p>ML asked if there had been a negative response to the discontinuation of the Parents Council. BS said she wanted to explain the reasons for the change. The Parents Forum sessions will be virtual at the moment, recorded and uploaded to the website, so those unable to attend can still get the information.</p> <p>SP asked if a governor rep was required? BS said the link would be sent to governors who were welcome to join the sessions. The Parents Forum will be kept under review.</p>	
10.0	Dates of future meetings	
10.1	The next meeting is scheduled for Tuesday 15 th December 2020 at 6pm. These will be the first meetings of the new separate Local Governing Bodies	
11.0	Items for future agendas	
11.1	<ul style="list-style-type: none"> • Set dates for next academic year • Power Maths presentation – (Ely) • Governor skills audit – (Ely & Chesterton) • Neil Lloyd – coaching overview (Ely) • Ricky Sinfield – Core knowledge curriculum overview (Ely) • Richard Martin - Overview of PiXL & Behaviour (Chesterton) • SENDCo/Sam Chapman – Pupil Premium strategies – (Chesterton) • Childrens virtual tour – (Chesterton) 	

ML thanked both schools for their hard work and commitment as a joint governing body. She agreed to continue to work with Chesterton until they find a new Chair.

The meeting closed at 19.51

Green – Governor questions/comments

Red – actions



17.12.2020