

**Minutes of the meeting held on 21st September 2021 at 6.30pm**

<b>Reference</b>	<b>Item</b>	<b>Action</b>
<b>1.21.9.21</b>	<p><b>Attendance:</b> Matt Cole, Siobhan Brennan, Sarah Broom, Kathryn Bass, Lizzie Nesbit, Sue Kersey, Di Bennett, Ewan Wallis, Emma McGuire (attended virtually)</p> <p><b>Apologies:</b> Ben Trevor - governors approved the apologies.</p>	
<b>2.21.9.21</b>	<p><b>Declarations of Interest</b> All governors updates their register of business interests. No declarations noted.</p>	Sue M to send out to Kathryn Bass, Ben Trevor to complete.
<b>3.21.9.21</b>	<p><b>Minutes of the 19th July 2021 and matters arising</b> Unanimously agreed and signed as a true record by the Chair.</p> <p>Joint working committee with Flying Start Governors Sue M received an email from Caroline Bother from Flying start re meeting. Suggested 4th or 11th October 5.30pm or after.</p>	Sue M to liaise with Caroline Bother and report back to Sarah Broom, Ewan Wallis and Lizzie Nisbet
<b>4.21.9.21</b>	<p><b>Budget Monitors</b> Matt explained to Governors how it had taken 4 years and a substantial amount of cuts to reduce the deficit from £29000 to £7500. FIPS repaid the final deficit balance at the end of 20-21 financial year, so we started this year with a nil balance.</p> <p><b>DFC</b> Sue Miles explained that Devolved Formula Capital Money is ring-fenced for projects to do with the fabric of the building and certain aspects of IT. The school have been very fortunate to have received Fibre Broadband direct to the school supplied with a grant from the DfE and Dept of Media, Culture and Sport. This has now been completed. We have also been identified to receive the DfE grant for Connecting Classrooms, which will see vastly improved WiFi throughout the school, playground and school field. We also opted to have improved data access points in the school office at the same time, and this will amount to just over £700, which will be taken out of DFC. We have also upgraded our phone system through an Exeter based company Cobalt Solutions, which</p>	

	<p>operates on a cloud based system, and which can be diverted to our mobile phones through an app, which will give us more security for contacting parents if we have to carry out our Emergency Evacuation Plan to the Village Hall.</p> <p><b>G120 SBS</b>  <b>Q. Sarah Broom: What is the covid 19 money used for?</b></p> <p>Covid 19 - Catch up funding - we are employing Teaching Assistants for additional hours. It then gives teachers the flexibility to work with children that need additional input without taking them out of the classroom, and consequently missing out on other aspects of their education.</p> <p><b>Q. Sarah Broom: Does this cover social gaps?</b></p> <p>A.The emphasis is that the money should be spent on curriculum and standards. By having more TA's this allows us to work on both Curriculum and Social aspects for children.</p> <p><b>Q: Sarah Broom The anonymous Donation to assist with hardship for trips, given in 2020, how is this going?</b></p> <p>A.Sue Miles advised that FOWS had also donated £1000. There is £600 left of the original donation, but now that there are more trips taking place this is likely to be used.</p> <p><b>Q.Siobhan Brennan asked what impact KickStart have on covid catchup?</b></p> <p>Matt said hopefully this will allow teachers more flexibility, however, he will talk more about this later in the meeting.</p> <p><b>G122 Preschool</b>  <b>Q.Matt asked if Preschool still viable?</b>  Sue M: We started off in the first week of September with 8 children on the register, and now have 14 children so far this year. I have appointments to show another 4 families with nearly 2yr olds around the preschool, with a view to starting in January. We have a larger number of fee paying children this term than in previous terms. On comparison, we have more sessions booked this term than in previous Septembers.</p> <p><b>G126 ACCT collaboration</b>  Matt will present the HT's with the accounts at their</p>	
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	meeting on the 23rd September 2021.	
<b>5.21.9.21</b>	<p><b>Subject Leader Presentation</b>  Chair welcomed Sarah Oyarzabal to the meeting - she attended remotely due to being off work with Covid19.  Sarah gave governors an update on the changes to the EYFS curriculum. This applies to Cranford and Sunflowers classes.</p> <p>Language schemes - Little Wandle (phonics scheme) and Neli (from October half term).  Reduction in workload:  A move away from excessive assessment.</p> <p>Early Learning goals - simpler for all to access. There is no longer an “exceeding goal” pupils are either “on track” or “ not on track”. This will obviously be a change in data reporting for governors.</p> <p>No technology goal anymore, it is now used as another medium for learning.</p> <p>Using assessment for a meaningful purpose - that the classroom is having an impact on their learning. Much more emphasis on learning rather than continuous assessment and recording. Moderation will be through meetings with ACCT schools and through management partnership with Flying Start.  Baseline has already been completed (English and Maths)  Little Wandle (Letters and sounds)</p> <p>NELI (Nuffield Early Language Intervention) Programme (Oct half term)</p> <p><b>Q.Di: What happens to the children that would've been exceeding? Where there's opportunity, will you run with it?</b>  Sarah will work individually with children, stretching their capabilities when appropriate.  Governors thanked Sarah for attending.</p>	
<b>6.21.9.21</b>	<p><b>Ofsted Preparation</b>  Sarah Broom and Siobhan Brennan attended training on Ofsted preparation through Babcock LDP. Lizzie has booked on a future date.  Ofsted expect to see as many governors as possible when they visit, not just Chairs.  They are interested in:  <b>Gaps</b> in the children's learning  <b>Interventions</b> and what <b>impact</b> these are having.</p>	

	<p>Governors need to ask questions, and these need to be evidenced, in particular: Are there any gaps, and if so what are we doing about it?</p> <p>Focus on talking to children about how they are linking their learning e.g How Maths is used across the curriculum, not just in Maths lessons (e.g. linking it to forest school).</p> <p>They are very keen to ensure governors are visiting school, and that monitoring visits are evidenced.</p> <p>They also want governors to focus on welfare of staff as well as the children.</p>	<p>Sue Miles to email all governors a monitoring form to complete when visiting. Master copy will be in Governor Drive</p>
7.21.9.21	<p><b>Policies for adoption</b> Safeguarding Proposed: Sarah Broom 2nd Sue Kersey All in favour</p>	<p>Sue Miles to ensure Approved Policy on School Webiste</p>

<p><b>8.21.9.21</b></p>	<p><b>Update Governor roles and responsibilities</b> Siobhan, Matt and Sarah have had discussion on how Governors should be monitoring. They suggest that Governors should be linked to members of staff. Therefore, after discussion the following areas were assigned to Governors:</p> <p><b>Di Bennett</b> Language Sue Kersey</p> <p><b>Ben Trevor</b> Maths Sue Kersey Computing - Matt Cole</p> <p><b>Sarah Broom</b> Science &amp; PE Carl Davies Finance/Pupil Premium Sue Miles</p> <p><b>Kathryn Bass</b> RE, Art &amp; Design &amp; French Kelly Dobson</p> <p><b>Lizzie Nisbet</b> Music &amp; Early Career Framework Helen Morrison</p> <p><b>Siobhan Brennan</b> SEND,Oracy &amp; RSE Cathy Farmer Safeguarding Matt Cole</p> <p><b>Emma Mcguire</b> EYFS Sarah Oyarzabal</p> <p><b>Ewan Wallis</b> History, Geography Matt Cole DT/Forest Schooll</p> <p>Matt will tell staff that Governors will contact them to arrange to meet.</p> <p><b>QSiobhan - Does everyone feel comfortable with their allocated area?</b> Sarah and Siobhan will come in with governors if they want someone to come in with.</p>	<p>Please contact your link member of staff to arrange visits. If you wish to be accompanied, please get in touch with either Siobhan or Sarah.</p>
<p><b>9.21.9.21</b></p>	<p><b>The DWP Kickstart Programme and implications for the school.</b> This is an initiative which resulted from the Covid 19 pandemic,as there is a particular worry that 16-24 yr olds will be out of work and unskilled.</p> <p>The DWP pick up the salary bill, they pay the host</p>	

	<p>(us) for taking them on, and there is a training programme attached to this.</p> <p>They are interviewed posts, and we <b>do not</b> have to appoint if candidates are unsuitable. Interviews will take place in Bideford Job Centre.</p> <p>.</p> <p>Matt has signed the school up before the Governor Meeting tonight, as to qualify we have to have signed up before the end of December 2021 when the scheme is being wound up.</p> <p>Matt has provisionally asked for: PE &amp; Sports Assistant Forest School Reading Champion. IT assistant We should be in a position to have an appointment by November. There is no financial commitment other than if they decide to go into the Local Government Pension Scheme, when we will have to contribute 20% of their salary. DBS - will be covered. Governors gave unanimous approval.</p>	
<p><b>10.21.9.21</b></p>	<p><b>Headteachers Report: Plans for the Autumn Term</b> Interim Headteachers Report - At the moment Matt writes the report, but he would like Governors input on the content of the report. Please can you let him know what you would like to see in the report.</p> <p>Village Schools Partnership <b>Q. Sarah B - Do you want governors on the working committee to report separately?</b> <b>Sarah B: How are your Thursdays?</b></p> <p>Matt said that Thursdays are very informative and he's getting a feel for the schools. He's trying hard to learn all of the children's names! Matt will change his day to Monday in due course as this is the day that Gina doesn't come into school now. Regarding reporting from the working committee, governors will need to write a report and feed back to the main meetings.</p> <p>Teaching School Hub update: DTSA was working really well, the new set-up (SWIFT) is very fluid at the moment.</p> <p><b>Q.Siobhan How does that impact on new teachers?</b></p>	<p><b>Sue Miles to put on agenda for next meeting. Governors to come with ideas for discussion please.</b></p>

	<p>NQT's now follow the new 2yr format, and this is being covered by SWIFT.</p> <p>Regarding Initial Teacher Training: there isn't a clear picture on Teacher Training at the moment. Matt doesn't know how soon we will know the answer to this.</p> <p><b>Q. Sarah Remote Learning for Children Isolating - how is it going?</b></p> <p>The children are off because they are ill, and if they are ill, they are not up to working. Also, Teachers are teaching in class as well as setting remote learning.</p> <p>Update on Covid Risk Assessment and procedures (RA100 in folder)</p> <p>Very slimmed down, using sanitiser and ventilation.</p> <p>Update on staffing and numbers</p>	
<b>11.21.9.21</b>	<p><b>Training</b></p> <p>Updates from all governors on training booked</p> <p>Lizzie attended New Governor Training today (21/9/21). It was stressed very clearly that a Governors role is a very strategic (eyes on, hands off) approach.</p> <p>They must have:</p> <ul style="list-style-type: none"> <li>• Clarity of vision -</li> <li>• Governors are the guardians of the school for the future.</li> <li>• Adherence to the schools vision "Learning at the heart of the community".</li> </ul> <p>Headteachers Performance Management 26th November AM</p> <p>Siobhan, Di Bennett, Lizzie Nesbit</p>	<p>Sue Miles to check training booked</p> <p>Access HT performance Management training</p>
<b>12.21.9.21</b>	<p><b>Safeguarding: Changes in the new KCSiE and implications for the school</b></p> <p>KCSiE is updated every September, but has a very big update this year. Governors need to be familiar with Part 1 in particular. Governors with a recruitment responsibility need to read part 3 as well.</p> <p>School has purchased membership to National College online CPD, and Matt will create a Governors account so that Governors can access the training on the update.</p> <p>Annex A is a watered down version of part 1, however, Governors need to <b>read part 1 in full</b> to get full context.</p> <p>Siobhan is our Safeguarding governor, however, when governors come in to monitor, try and ask</p>	<p><b>Governors to read part 1 as a minimum and part 3 if involved in recruitment.</b></p> <p><b>Matt to create governors account in NCSL and then governors to access KCSiE training.</b></p>

	<p>questions of the children, such as “Do you feel Safe in School”.</p> <p>The Tempest Photographer is coming in to school on the 18th October. Please come in and have your photograph taken for ID badges and Who’s Who board in Reception.</p> <p>Sarah Broom asked if Governors had any objection to setting up a What’sApp group for governor reminders. No objections.</p>	<p><b>Date in diaries please for ID badges.</b></p> <p><b>Sarah Broom to set up What’s App group.</b></p>
	<p>Reminder that the next meeting is 16th November at 6.30pm. Items for agenda to <a href="mailto:clerk@woolsery.devon.sch.uk">clerk@woolsery.devon.sch.uk</a> by the 2nd November please.</p> <p>There being no further business, meeting closed at 20.37</p>	<p><b>16th November next meeting</b></p>

Signed: \_\_\_\_\_

Date: \_\_\_\_\_