

Meeting – Part 1 Minutes							
Date/Time	5 July 2021 – 17.30.		Location	Online Meeting via Microsoft Teams.			
Governors:	I			Governors Attended.	Initials		
A Boyce	AB	Chair – Co-opted.		M Parkes	MP	Co-opted.	
D Chapman	DC	Vice-Chair – Co-opted.		A Green	AG	Parent	
L Ramsdale	LR	Staff		A Purcell	AP	Head Teacher	
S Mosedale	SM	Co-opted.		J Webb	JW	Co-opted.	
L Mundy	LM	Parent.		S Williams	SW	Dep Head Teacher	

Apologies	Initial	Reason (Category of Governor)	Absent without Apology	Initials
D Chapman	DC	Vice Chair – Co-opted.	A Green	AG

In Attendance	Initials	(anyone who is not a governor/associate)	Minutes to
R Shaw	RS	CEO	Attendees
P Lane	PL	Clerk	Apologies
G Downing	GD	PE Lead Teacher.	Academy Website
			Trust Board.

No	Agenda	Led by
1	Welcome and Apologies	Chair
2	Declaration of Interests.	Chair
3	Minutes of the previous meeting 24 May 2021 – Part 1:	Chair
4	Sports Premium Strategy Report:	GD
5	Head Teachers Update:	Head Teacher
6	Governor Self-Evaluation:	All
7	Safeguarding Update:	Head Teacher
8	Staff & Pupil Wellbeing Update:	Head Teacher/LR
9	Risk Register Update:	All
10	Policy Review:	Head Teacher/Clerk
11	Review of Governor Training:	Chair/Clerk
12	Governor Monitoring Update:	AG
13	Links to Parents & Community:	Head Teacher/ JW
14	Communication with the Trust Board:	Chair
15	Matters brought forward by the Chair: - Part 2:	Chair
16	Future Meeting Dates:	Clerk

Agenda Number	Details of discussion	Decision or Action
1	Welcome & Apologies: AB opens the meeting at 17.32, apologies are noted in respect of DC. AG is recorded as absent without apology.	
2	Declaration of Interests: None recorded.	
3	Minutes of the previous meeting 24 May 2021 – Part 1: The minutes from 24 May 2021, part 1 are approved as a true and accurate record of the meeting. Matters Arising: • A meeting with the Trust's Compliance Officer (CO) is arranged for 9 July with AB and AP. AB advises she has forwarded the CO of the premises and health and safety matters relating to Ide. • Outdoor Education Policy Statement: AB refers to the progress of a statement which will be discussed with the CO and AP during their meeting. • All governors have read the SEND report. Agree the Head Teachers Appraisal Committee: • AB and MP confirm they have both attended the Head Teacher appraisal training and agree to undertake this task, but would like other volunteers for next year.	
4	Sports Premium Report: GD as the lead teacher for PE presents this report to the governors. GD advises of the key indicators. • Engagement of all pupils in regular activity. • Raising the profile of sport and PE across the school. • Increasing confidence and knowledge for all staff • Broad and balanced curriculum. • Increasing participation in competitive sport. GD informs the governors, in the previous year the school carried forward £8400 and this year £17,100 has been allocated, giving a total of £25,500, which the school have wanted to spend carefully to ensure the key indicators are met and have impact. GD advises the overall spend for this year amounts to £9904, which leaves £15595 to be carried forward to next year plus the next years funding allocation. 15,950 GD explains how the funding cannot be used for capital expenditure, so the school are looking at new projects such as an outdoor gym. GD speaks regarding the effect of Covid on PE and how inter school sports competitions have not been able to take place, but the organisation of virtual sports competitions has raised the profile of the school and promoted engagement with	

	other schools. AP would like the LGB to recognise the hard work GD has attributed to ensuring PE has had a positive impact within the school during very challenging times. GD has created fun and new sporting opportunities. GD explains that it has been noticeable, when comparing Ide to other schools the passion Ide has for PE. AB expresses her thanks to GD. AB wonders if there any photos available of the school activities for the Ide Times. AB thanks GD for her overview and her time and asks the governors to forward any comments or questions to her directly.	
5.	Head Teachers Update: Staffing Update: Moved to item 14 under part 2: Staff wellbeing Report: AP advises the governors the Trust forwarded a wellbeing survey to all ELAT staff. The overall results indicated staff wellbeing at Ide had not been impacted as much as anticipated despite the challenges faced due to Covid. Apparent trends identified from the survey were communication with staff and prior consultation with staff before changes/decisions are made. AP explains that there have been times where decisions had to be made with expedience and as government guidance dictated, however both of these indicators are to be investigated further with staff. AB asks LR as the staff governor for her views. LR concurs with the results of the survey and mentions an increase in staff absences which have an impact on Ide as a small school. LR asks AB if she could have the opportunity to bring forward questions from the staff. AB agrees. Staff Questions: Can you tell us more about the Trust review and will the staff be involved? RS explains a feedback survey has been sent to all staff and feedback will be given to the Trust and feedback to school leaders to take action and to communicate back to the staff. RS confirms that no individuals associated with the review will be coming into the schools to observe staff. When will this year's catch up funding expenditure be released, how will this be spread across the schools? AP explains that catch up funding is allocated according to the needs of the children. Funding has been spent so far on tutoring, chrome books and educational psychologist reports for SEND pupils. Next year the funding, including any that is carried over from the previous year, may be used for further tutoring and supporting every child to be reading at age related expectation from nursery- y2. This may include investment in a new phonics programme. AB asks AP are the staff consulted on where the funding should be used? AP explains this is discussed across the school, looking at the data, speaking to teachers and at staff meetings. AP advises that it is currently unknown what the amount will be for the catch up funding next year. School Development Plan (SDP) Priorities: AP advises that she needs to consult with the staff before the priorities are finalised. The proposed SDP priorities are as follows; • Early years and pre-school and looking towards working to the new early years and foundation stages (EYFS) framework. AP is confident the staff know the children sufficiently to be able to identify their needs. AP speaks about the early learning goals linking with the child's journey through	

	school. - Disadvantaged pupils: Work has already started to take place starting with a set of principles. Looking at pupils with special educational needs and disabilities (SEND), working with the new special educational needs co-ordinator (SENCo), English as an additional language (EAL) children and the bottom 20% of achievers with support to reach their age related expectancy. AP advises Ide are to work with other schools who already have a large number of EAL children to help develop best practice. Other disadvantaged groups include, pupil premium (PP) and other vulnerable children, as identified by the Covid lockdowns. - Staff CPD: AP informs the governors; the Trust have bought into The National College which has many training resources for all staff. The school are working towards using the incremental coaching programme and SW has participated in training to become a coach. SW explains to the governors how this will be implemented at Ide. SW believes the programme will be of benefit to the school. AP advises the impact of the coaching programme will be monitored throughout the year. AB seeks clarification as to how the programme works. SW explains to AB the concept of the programme. SW explains the cyclic nature of the programme involving all the staff in a coaching and a coached role. - Leadership and subject leadership co-ordination: All teaching staff will be taking a subject co-ordination role, to provide consistency across the different subjects.	
6.	Governor Self-Evaluation: This item is moved to item 12, but is discussed in item 14.	
7.	Safeguarding: AP advises there are no safeguarding referrals to report, and informs governors she has undertaken her level 3 safeguarding training. AP advises Ofsted will be looking at how schools manage reports of sexual harassment and abuse and how the school address this through the curriculum and the school's personal, social health and economic (PSHE) policy.	
8.	Staff and Pupil Wellbeing: AP speaks about the school's current list of vulnerable children and advises the children seem to be happy in school and children of concern have key staff appointed to provide support. MP asks how many pupils are of concern? AP replies the current number is 17, but the number of vulnerable children is under constant review.	
9.	Risk Register Update: See item 14.	
10.	Policy Review: The following policies are brought forward for approval. The policies were circulated to governors in advance. SEND Information Report, SEND Policy 2021/22, Behaviour Policy 2021, Children	Decision: Policies approved and ELAT policies are adopted by the LGB.

	in Care Policy 2021, Intimate Care Policy 2021. The policies are approved. AP asks the governors to read the PSHE policy and to forward any comments to her directly. The approved ELAT Policies relating to Health & Safety and the Trust's Emergency Plan are adopted by the LGB.	Action: Governors to read the PSHE Policy and to feedback to AP.
11.	Review of Governor Training: AB speaks about her recent attendance at the safer recruitment refresher training and advises she found the course very accessible and informative. MP has a question regarding who at Ide is responsible for the single central register (SCR) updates? RS explains that the Trust's HR manager is responsible for staff recruitment and conducting the necessary checks. RS adds, plans are in place to restructure the central trust model and central staff will oversee the schools' SCR. AB reminds the governors of the training opportunities available to them. A brief discussion takes place regarding joint governor training across the schools.	
12.	Governor Monitoring Update: This item is moved to item 6. <i>It is decided to defer AG's report to the next meeting.</i>	Decision: AG's report re EYFS to be deferred to the next meeting.
13.	Links to Parents & Community: - AP describes the recent 'history day' which took place with the year 5's regarding Ide's local history. Pupils were introduced to learning interview skills, which were put to use to interview invited guests to find out more about their local history. A book of memories will be produced. - AP speaks about the work which has taken place to produce Ide's sensory garden. AB would like to include sensory garden as an article in the Ide Times. - AP advises that LM and herself have drafted a parental survey, draft to be circulated to governors for their feedback. - AB and JW to conduct another review of the school premises for a maintenance update.	
14/15	Communication with the Trust Board & Matters brought forward by the Chair: Changes to the risk register: AB would like to defer the review of Ide's risk register to the next meeting. The Clerk advises of the agreed changes that were made at the Chairs Forum. RS clarifies that she has already commenced work to produce an inclusive risk register across the four schools and the Trust. Ide's school specific risks are discussed. CEO Update: AB updates the governors regarding RS's report regarding the school improvement model strategy. Trust's visioning and values session: RS advises that further feedback is needed from the children and staff in order to bolster the report and the	Decision: Review of the risk register to be deferred to the next meeting.

	strategy moving forward. • Self-Evaluation: AB would like to defer this item to an additional meeting, to be convened before the start of the Autumn term. To be discussed, the LGB self-evaluation, the CEO's report regarding the school improvement model strategy and the Trust's vision and values. • AB to forward a draft letter regarding the impact Ide LGB has made over the past year to governors for feedback before sending to parents. Staffing Update – Part 2: <i>LR and SW leave the meeting at 19.05.</i> End of Part 2: • AB reminds the governors of a vacancy to the LGB for a co-opted governor.	
16.	Future Meeting Dates: The Clerk advises of the meeting dates for the next academic year and will provide a list of dates with the minutes. All agree to have an additional meeting to discuss the self-evaluation of governance before the new school year in September. Ide LGB FGB Dates 2021/22: Meeting start time to remain at 17.30. • 20 September 2021. • 8 November 2021. • 10 January 2022. • 14 March 2022. • 16 May 2022. • 11 July 2022. <i>Head Teacher Appraisal and Remuneration Committee meetings to be confirmed. These both usually take place in September and October respectively.</i>	

The meeting closed at: 19.18.

Date/Time of next meeting	27 September 2021 – 17.30.	Location	Microsoft Teams – until further notice.
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