STICKLAND'S CE VA PRIMARY SCHOOL Minutes of the Full Governing Body Meeting held on Monday 29 March 2021 at 6.00pm on Google Meet

21/013	Present:		Action
	Kathy McCann	Headteacher	
	Suzie Mutch	Chair/ Foundation Governor	
	Ruth Adler	Staff Governor	
	Richard Campbell	Foundation Governor	
	Jacqueline Comyn	Foundation Governor	
	Daniel Ingles	Ex-officio	
	Gay Lewis	Foundation Governor	
	Kevin Roberts	Local Authority Governor	
	Sadie Watson	Associate Governor	
	In Attendance:		
	Lisa Cracknell	Clerk	
	Emma Garner-Jones	New Clerk to the Governors	
	Apologies Not Received:		
	Jodie Carter		
	Katharine Singleton-Smith		
	Louisa Spearing		
21/014	Opening Prayer		
21/015	Virtual Meeting Protocol		
	SM advised that the meeting would be recorded, the recording would be deleted		
	once the minutes had been agreed.		
21/016	Pecuniary Interests		
	None declared		
21/017	Minutes from the meeting on 1 February 2021 and Matters Arising:		
	The minutes were approved and will be signed electronically.		
	No matters arising.		
21/018	Headteacher's Report		
	The report was issued prior to the meeting and the Chair invited questions from		
	the governors.		
	 Kingfisher Class now has 30 children and a governor queried if the class 		
	could accommodate any more children. The head advised that the PAN		
	(planned admission number) is 17 per year group so effectively there		
	could be 34 children. In a previous year it was necessary to move 5		
	children (those considered more academically and socially able) to Raven		
	Class.	and socially asie, to haven	
21/019	Chair's Report		
	- Chair S Report		<u> </u>

Signed	Dated
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A copy of the chair's report is attached as appendix 1 to these minutes and includes important points regarding recruitment of new governors, meeting attendance and training The Chair expressed her thanks and appreciation to Linda Wilcock for the years of service she has given to the school in her various roles. The clerk LC asked the governors if they would like to use their bank account to send her flowers. The governing body agreed that a rose plant should be sent. • Emma Garner-Jones (the new clerk to the governors) was introduced to the Governing Body. • Ralph (Lisa's dog) was introduced to the governing body, he is coming into school on Wednesdays and another afternoon. A risk assessment has been done and he is kept in the office, the children can see him through the stair gate we have put in place and they talk to him but that is the limit to their contact. A therapy dog was discussed but the Head and Clerk have researched this and there are none available locally and to train our own one takes years and if they do not pass the training they would not be able to come into school. It was felt that it would be a good thing for the children but not easy to implement. Training – a governor queried if everyone's training was up to date and asked if there was a time when safeguarding training should be repeated. The clerk advised that safeguarding training is only compulsory for the Chair and Safeguarding Governor and training should be renewed every two years. It is good practice for all governors to undertake this training but is not compulsory unless it is in our Terms of Reference. The clerk recommended that it should be made compulsory in the Terms of Reference from September. Staff governors are covered by the training they do in school. The Governors Skills Audit which is done annually should be used to LC identify any other training requirements to ensure the board can work effectively. Governors would like to know what courses they have attended. 21/020 **Finance including SFVS:** The following documents were fully discussed at the Resources Committee and questions were invited from the FGB:-• SFVS (Schools Financial Value Standard) Q29 to be completed after this meeting. ICFP (Integrated Curriculum Financial Planning) Budget 2021/22 Benchmarking

	Meeting closed at 6.53pm	
21/023	Closing Prayer	
	could be added to the next FGB agenda.	
	overview rather than everyone doing it separately. The chair suggested that this	EG-J
	It was suggested that this may be a good opportunity to look at training to get an	
	will take approximately 3 hours	
	Meeting for all governors at 3.00pm on Monday 28 June 2021 at Jax's Barn and	
	Marking for all the second 200 and the second 200 a	
	Please see appendix 2	
21/022	Governors' Strategic Development Plan	
	agreed to co-ordinate with Dorset Police - Safe Schools & Communities Team to arrange a visit to school to discuss eSafety Health and Safety Policy approved.	
	to the rapid changes taking place with remote learning. Daniel Ingles	DI
	 E-safety Policy – it was agreed that this should be reviewed annually due 	KMc
21/021	Policies Approved at this FGB Meeting: • Maths Policy approved.	
	the SLA costs are still not available when presenting this budget.	
	Next year the budget will be presented to the governing body in April. Some of	
	The documents were all agreed by the governing body.	
	finance team at Dorset Council in Oct 2023 to discuss a possible deficit budget.	
	If our budget does not improve for 2023/24 then we will need to approach the	
	Having problems with the turrent school.	
	We do receive more children in Key Stage 2 but this tends to be because they are having problems with the current school.	
	from Dorset Council we are receiving the amount of children that is expected.	
	early school years. The clerk advised that according to the figures we receive	
	this and queried if there was anything we could do to attract children in their	
	Our reception number for Sept 2021 is 9 at the moment. Governors discussed	
	small reception class our average class sizes are smaller than the government's recommendation.	
	is at the top of their pay scales) and our pupil numbers mean that as we have a	
	All of these documents indicate that our staffing costs are high (almost everyone	

Date of next Meeting: Monday 24 May 2021 at 6.00pm

Signed	.Dated
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Appendix 1

Chair's Report March 2021

Kathy & I continue with weekly catch up. The teachers and children are all very tired but seem to be positive being together as opposed to learning online. They're 'done' with online learning.

Website review - by Dorset Council, updated by Kathy, reviewed by me.

NGA reported 19/3 Ofsted inspections will not return this academic year Ofsted are planning 'sensible and proportionate monitoring' only.

Since last meeting Linda has confirmed that she is no longer able to be a governor at Sticklands. She's enjoyed her association with the school and hopes to be able to continue in some form or another once covid restrictions relax. Can we note our appreciation for all that she has done for the school. She will be missed in her role as governor.

We now have vacancies for two foundation governors and need to start thinking about the skill sets of the people we would like to have in those roles. My feeling is we need individuals with IT and buildings skills. It's not urgent, but if anyone has any 'lightbulb' moments do please let me know.

I'm going out of my comfort zone here as I'm not very happy about 'nagging' and I'm speaking in the role of chair.

We have spoken before about non-attendance of meetings. It is very important that as part of our commitment to the board, and as a matter of basic good manners, if a governor is unable to attend a meeting they let the clerk know in advance. There are obviously times when it isn't possible for a governor to attend and an apology should be sent to the clerk as soon as possible. Depending on the reason, the governing board may be able to help out, for example if child care is an issue we can pay for babysitters. However, as an effective board we cannot go on accepting apologies if none are given, or if the reason is not acceptable. We are all volunteers, and this role has a weight of responsibility. If a decision is taken with or without a governor at a meeting, we are all still responsible for that decision. The school and most importantly the children deserve a board who are dynamic, present for them and constantly raising the standards.

Second nag, is training. For those who have done online training this year, many thanks. You will have some empathy with the children's difficulties for learning from a screen. As a board, we have an obligation to be up-to-date with training and expect it of the staff. My favourite website, The NGA, has many different courses, not least 9 separate courses on good governance. We should be attending these courses. We pay for them. Kathy and Lisa spend their lives trying to eek out the resources for the school and we, as governors are not using our membership of the NGA fully.

Formally welcome Emma Garner Jones to our team. Emma has a wealth of experience in administration and Kathy and I both feel she's a great fit for the school. Lisa is kindly helping Emma settling into the role. I would also like to take the opportunity of thanking Lisa for her outstanding and sterling work as a clerk. I think she'll be mighty pleased to get back to focus on her role as finance officer and Support Services Manager.

Finally, there is a new part time member of the team at the school. Kathy has completed a risk assessment to ensure that he is a safe member of the team. The children have taken to him immediately, he is definitely good for mental health and an added bonus is that he's free! Ladies and gentlemen I present Ralph Cracknell.

Signed	Dated
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Appendix 2

Governor Strategic Planning

Apologies to those who have already heard me mention this already but to make sure everyone is up to speed.

As a board we need to work on Governor Strategic Planning. Richard has kindly forwarded to me the Governor Action Plan which has been followed in the past as part of moving the school from an RI in the 2017 Ofsted report to Good by 2019.

This strategic plan needs to be brought up to date and implemented.

Our first priority is to work on a vision. Once that's agreed it's easier to focus on how we achieve this by working on a strategy. What is our aim for the school? We have a Vision and Values page on our website, but is it a vision that will allow the board and school leaders to set and implement a strategy to drive the school forward, working together for the benefit of the pupils and the school community?

My vision is that in 3 to 5 years an Ofsted report moves from Good to Outstanding. We have had a solid foundation and excellent teaching staff. But we, as a board, have to be dynamic and moving with the school. Everyone that I've spoken to is passionate about the school. I know we can do it.

With this in mind, I've asked Mike Randall to come and facilitate a session for us so we can define school's values and set a clear vision and strategy plan.

So can you put a date in your diary of 3pm Monday 28th June, in Jax's Barn. It will be for about 3 hours, off site focussed planning.

If anyone has any thoughts beforehand, please do let me know.

Signed	Dated