

Barton Church of England Voluntary Aided Primary School

Minutes of the Full Governing Body meeting held on 15.09.21 at 7.00p.m.

Present

Mrs Julie Martin – Headteacher	JM	p	Mrs Caroline Parsons – Vice Chair	CP	p
Mr Laurence Evans	LE	p	Rev Marguerite Roberts	MR	p
Dr Peter Foreman	PF	p	Ross Stewart	RS	p
Prof Tim Lewens – <i>arrived 7.08pm</i>	TL	p	Mrs Anne Ugur	AU	p
Mrs Catherine Martin - Chair	CM	p			
Mrs Helen Papworth – Staff Governor	HP	p	Vacancy – Foundation Governor x 3		

p – present, aa – apologies accepted, na – apologies not received/accepted.

In attendance

Mrs Wendy Guest – Clerk	WG
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Abbreviations used.

DBE: Diocese Board of Education, **EDRA:** Ely Diocese Regional Adviser, **FGB:** Full Governing Body, **LA:** Local Authority, **OFSTED:** Office for Standards in Education, **YOP:** Yearly Operational Plan. **SFA:** School Financial Adviser, **SFVS:** Schools Financial Value Standard. **SIAMS:** Statutory Inspection of Anglican and Methodist Schools.

Documents issued for the FGB meeting.

Agenda, Code of Practice for Governing Body 2021, Standing Orders, Draft Barton Governing Body Membership and Appointments 2021-2022, Draft FGB Minutes 21.07.21, Draft Extraordinary Resources Minutes 09.09.21, Barton Committees Action List 2020-21 v9, Barton Committees Action List 2021-22 v1, Strategic Leadership Structure September 2021, Barton CofE (VA) Primary School Risk Assessment September 2021, Headteacher Report 15.09.21, Information for parents Reception baseline assessment 2021, Barton YOP 2021-2022 September 2021, Safeguarding and Child Protection Policy September 2021, KCSIE 2021 (full document), KCSIE 2021 (part one and annex), Draft Meeting Dates for the Academic Year 2021-2022

	The meeting started at 7.04pm	Action
1	WELCOME REFLECTION – Rev Marguerite Roberts	
2	<p>APOLOGIES FOR ABSENCE</p> <p>2.1. Apologies for absence. There were no apologies, but TL had notified the Clerk that he might arrive slightly late.</p> <p>2.2. Quorum. The quorum for the meeting on 15.09.21 was 6. The meeting was quorate throughout.</p> <p>2.3. Vacancies.</p> <ul style="list-style-type: none"> There continue to be 3 Foundation Governor vacancies. Vanessa Farrow, who observed the last FGB, has submitted her application for one of these vacancies to the Diocese, and it will be considered by the Diocese at their next ratification meeting. PF has been re-appointed as Foundation Governor with effect from 01.09.21 for four years. <p><i>TL arrived at 7.08pm</i></p>	

3	<p>DECLARATION OF INTEREST</p> <p>3.1 Declarations of interest. There were no declarations of interest for the meeting.</p> <p>3.2. Annual declaration. Governors signed individual copies of the annual declaration of pecuniary interest.</p>	
4	<p>ELECTIONS</p> <p>4.1. Term of office for the Chair and Vice Chair Traditionally the term of office for the Chair and Vice Chair has been one year. Governors agreed this should continue.</p> <p>4.2. Election of the Chair of Governors The Clerk confirmed that nominations had been received for the position of Chair, all putting forward CP and CM. CP confirmed that she would be happy to stand for election.</p> <p>4.3. Election of the Vice-Chair of Governors The Clerk confirmed that the same two governors had been nominated for the post of Vice-Chair. CM confirmed that she would be happy to stand for election.</p> <p><i>CM and CP left the room for items 4.2 and 4.3.</i></p> <div style="border: 1px solid black; padding: 10px; margin: 10px 0;"> <p>Governors were unanimous in agreeing to elect CP as Chair of Governors for the 2021/22 academic year. Governors expressed their sincere gratitude and thanks for the work that CM has carried out in her time as Chair, and for the successful shadowing which has prepared CP to take over this role. Governors felt that CP would make an excellent Chair and expressed their full support for her appointment.</p> <p>Governors unanimously agreed that CM should be elected as Vice-Chair and praised her ongoing commitment to the governing body. CP also extended her thanks to CM for her guidance over the past year, and for her continued service to Barton.</p> </div>	
5	<p>APPOINTMENT OF THE CLERK TO THE GOVERNING BODY</p> <p>WG was appointed as Clerk to the Governing Body for 2021/22.</p>	
6	<p>CODE OF PRACTICE</p> <p>The Code of Practice was available on Governor Zone.</p> <div style="border: 1px solid black; padding: 10px; margin: 10px 0;"> <p>Governors approved the Code of Practice, and those present signed to confirm that they would abide by its contents.</p> </div>	
7	<p>STANDING ORDERS</p> <p>The Standing Orders document was available on Governor Zone. Governors were advised that it is a model document from the LA.</p> <p>The following comment was made:</p> <ul style="list-style-type: none"> • LA Governor Services' advice is that Governor meetings can continue to be held <u>virtually or</u> in person, but that a hybrid of the two formats is not recommended. 	

	<p>Q: On page 10 of the document, it states that if there is an allowances policy, this should be appended to the Standing Orders. Should we add our Governor Expenses Policy as an appendix? It might be easier to make reference to the policy within the body of the Standing Orders document so that if changes are subsequently made, the Standing Orders do not have to be re-updated.</p> <div style="border: 1px solid black; padding: 5px; margin: 10px 0;"> <p>Governors approved the Standing Orders subject to the amendments agreed above.</p> </div>	<p>WG</p>
<p>8</p>	<p>COMMITTEE MEMBERSHIP 2021-22</p> <p>8.1. Appointment of Chairs of Committees Governors confirmed that they were happy to stay on their existing committees. The Chair outlined the purpose of each committee for the new Parent Governor. It was suggested that RS would serve on the Resources Committee, and that subject to ratification from the Diocese, the new Foundation Governor (VF) would serve on the Standards Committee.</p> <p>The Chair also advised that an additional governor was required to serve on the Admissions Committee alongside JM, TL and MR. AU volunteered to take on this responsibility.</p> <div style="border: 1px solid black; padding: 5px; margin: 10px 0;"> <p>It was agreed that:</p> <ul style="list-style-type: none"> • CM should take over as Chair of Standards Committee (replacing CP). • PF will continue to chair Resources Committee. </div> <p>8.2. Appointment of Clerks to Committees The Clerk to the Committees will continue to be WG.</p>	
<p>9</p>	<p>APPOINTMENT OF GOVERNORS WITH RESPONSIBILITY FOR THE FOLLOWING AREAS</p> <p>It was noted that the governors' responsibilities for 2021/22 would be as follows:</p> <p>9.1. Training: AU</p> <p>9.2. Safeguarding: CM, CP</p> <p>9.3. SEN: AU</p> <p>9.4. H&S: PF</p> <p>9.5. Vulnerable groups/Pupil Premium/Gifted and Talented/LAC: AU</p> <p>9.6 EYFS: CP</p> <p>9.7. SFVS: CP</p> <p>9.8. PSHCE: RS</p> <p>9.9. RE and Collective Worship: CM and VF</p> <p>9.10. Note governors trained in Safer Recruitment: CM, AU, CP and MR</p> <p>9.11. Note governors for HT Performance Management: AU, CM, PF, TL and CP. The Chair advised that the panel must consist of at least one person who has been trained within the last twelve months. (The date of the Chair's training complies with this</p>	<p>Governors to check if they require refresher training for Safer</p>

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	<p>requirement.) The recommendation from the Chair's LA training is to use three governors and to rotate their participation on a regular basis. There was some discussion about whether the Chair should be part of the performance management process, noting differing advice from the LA and NGA. It was agreed to seek further clarification from the Primary Adviser when the Headteacher meets her later this week.</p> <p>9.12. Note governors for HTPM Review: MR</p> <p>9.13 Link Governors: At previous FGB meetings, it was suggested that there should be Link Governors for each subject area to help build relationships with teaching staff and to enable governors to take responsibility for different curriculum areas. As Barton is a small school, it was agreed that it would be more appropriate to have Link Governors for each phase, with them taking responsibility for the subjects covered by their designated Class Teacher.</p> <p>Q: Is it better to match governors' areas of expertise with curriculum subjects? Not necessarily, although governors may have a particular interest in certain subjects. The purpose of a Link Governor is to be familiar with the content of the curriculum in their link subject(s) and why it is organized the way it is and why the subjects are taught that way and in that order. The Headteacher is working with the Chair and Vice-Chair to draw up a role description for Link Governors so that there is a clear point of reference and a common understanding of what is expected.</p> <p>Q: Is there a conflict of interest if a governor is assigned to a class which their child is in? No. Governors will be helping to ensure the best outcomes for all pupils, so we do not feel that there is a conflict of interest.</p> <div style="border: 1px solid black; padding: 5px;"> <p>The Link Governors were agreed as follows:</p> <ul style="list-style-type: none"> • EYFS (EYFS, Art, Music): CP and TL • KS1 (English, PSHCE): AU and RS • LKS2 (Maths, Science, Geography, History, RE, Trips): CM, MR and VF • UKS2 (PE including Sports Premium and ICT): LE and PF <p>It was further agreed that:</p> <ul style="list-style-type: none"> • The Headteacher will communicate who the Link Governors are to each Phase. • A role description will be drawn up and made available to governors and staff. • Link Governors should make contact with their designated teacher to introduce themselves once the Headteacher has discussed the new roles with staff, and should begin to research their areas of the curriculum by looking at materials available on the school website. • It will be decided at the next FGB which subjects to focus on this year with more in-depth visits. </div> <p>Q: Do staff understand what governors need? We will discuss how Link Governors will work at the next staff meeting, and any suggestions that staff make will be shared with governors. It will be useful for governors to build up a relationship with staff and gain an insight and understanding of the content of the curriculum for their areas of responsibility, as this is a requirement under Ofsted. Staff will be reassured that they are not being monitored, but that governors need to understand why the subjects are taught as they are, and what resources are used. It will also be useful for staff to ensure that their subject areas are being appropriately represented at governing body meetings.</p>	<p>Recruitment and HTPM.</p> <p>JM</p> <p>JM</p> <p>JM/CP</p> <p>All governors</p> <p>Next FGB</p>
<p>10</p>	<p>MINUTES OF THE PREVIOUS MEETINGS – 21st July 2021</p> <p>Governors approved these minutes as true and accurate. The minutes will be uploaded to the school website as a public record.</p>	<p>WG</p>

<p>11</p>	<p>NOTE OF ACTIONS COMPLETED AND MATTERS ARISING</p> <p>11.1. Actions completed following the meeting on 21.07.21 The Committees Action List 2020-21 (version 9) and Committees Action List 2021-22 (version 1) were available on Governor Zone.</p> <p>11.2. Matters outstanding from the Committees Action List Matters outstanding have either been carried forward to the Committees Action List for 2021-22 or will be covered in this meeting.</p>	
<p>12</p>	<p>STRATEGIC PRIORITIES</p> <p>The 3-year Strategic Plan had to be paused at the beginning of the pandemic in March 2020. In September 2020 we moved to the Recovery and Development Plan. The Headteacher felt that the Strategic Plan needs to be reviewed completely to ensure that the priorities reflect the current situation and the goals moving forward.</p> <p>The Headteacher advised governors that staff are still focusing on catch-up from lost learning time due to lockdown. In addition, some pupils have lost ground over the summer, and some are finding the transition to new classes/key stages challenging. At the moment, there is flexibility to provide additional general TA support to each class, as the TA hours which were allocated to an EHCP pupil who left in July, have been retained.</p> <p>Q: Can we re-write the 3-year plan? Yes, the Strategic Plan is drawn up by the Headteacher in consultation with governors and can be revised as necessary. We will retain the relevant parts of the existing plan, and adapt it to focus on what is appropriate now. The Headteacher will also consult with the Primary Adviser.</p> <p>Q: Are there over-arching priorities that we can identify now? There will need to be a strong focus on writing, which is the area that has suffered the most during lockdown. The Headteacher would also like to give priority to TA training, particularly in dealing with behavioural and SEMH needs, as there are some pupils who need a lot of support. The third objective will focus on the curriculum, reviewing what was successful as well as what has not worked so well, and identifying if better resources are available to drive the curriculum forwards. We have recently adopted the Emmanuel Project for RE, which has resulted in in great improvements in delivery of the subject. Whilst we have been notified that our SIAMS inspection will not be this year, we need to ensure we are fully prepared for when it does take place..</p> <p>The Headteacher advised governors that other areas which may not feature on the Strategic Plan, but will be important to assess this year include:</p> <ul style="list-style-type: none"> • The division of Y1 pupils across the EYFS/Y1 and KS1 classes. The EYFS/Y1 Class is now made up of 50% YR and 50% Y1 pupils, with only five Y1 pupils in the KS1 Class. It will be important to ensure equality of provision for this cohort, by reviewing their learning regularly. • Communication across the whole staff team. Documents have already been circulated to TAs to clarify expectations of their role. There are clear playground procedures in place and regular TA meetings to discuss issues. The Grapevine continues to be issued to staff on a weekly basis, and teacher planning continues to be available on Google Drive. • Lunchtimes, both in terms of provision and activities. Removing the bubble system has brought the whole school back together again, and lunchtimes have improved as a result, with pupils able to spend more time outside and older pupils acting as buddies to the younger children. The food has also improved in quality which, together with the improvements in lunchtime play, helps to support afternoon learning. • Remote learning. We have just had our first positive COVID case in school, and if more are identified, we will need to ensure that our remote learning provision continues to be as good a quality as the teaching provided in school. 	

	<p>Q: Will we be also looking at reading as identified in the Ofsted report? Yes, reading is connected with the focus on writing, as extending pupils' vocabulary range and understanding of different genres, all feed into writing. We are currently in the process of revamping the library, and are encouraging pupils to donate a book as their birthday present. We would like to set up a library working party as part of the Link Governors' remit on assessing English provision.</p> <p>It was agreed that the Headteacher should discuss the Strategic Plan with the Primary Adviser and feed back to the next FGB.</p>	<p>JM/ Next FGB</p>
<p>13</p>	<p>RAISING STANDARDS</p> <p>13.1. Headteacher's Report The Headteacher's Report was available on Governor Zone. Governors were asked for questions on the report.</p> <p>Q: Are Y1 only required to make four points progress? Yes, this is the usual expectation from Foundation Stage to Key Stage 1. The other year groups are expected to make six points progress. The Headteacher explained that last term, staff discussed how to split the Y1 cohort at length, as a small group needed to move to the Y1/Y2 class. Ultimately with one exception, the oldest children in the cohort have moved to the Y1/Y2 class, with the majority staying in the YR/Y1 class.</p> <p>Q: Are there any skills which pupils have developed or improved during lockdown? Pupils have become more proficient in ICT, having to access their learning via Google Classroom or via information on the school website. For a number of families, there would have been the opportunity to spend time outdoors and develop new skills learning about nature or pursuing their interests. However, for families with two working parents and multiple children at home, lockdown was much more challenging, and we understand that their experience juggling many different demands, will have been very different.</p> <p>Q: How is the buddy system working? It will be very beneficial to have buddies back now that the bubble system has been removed, and the whole school community is back together again. Older pupils gain a lot from working with younger children, and it is wonderful to rekindle that relationship. The playground and reading buddies will start next week, but the playground atmosphere is already very different and much more inclusive than last term. School Council reps and House Captains have been elected, and we would also like to introduce Y6 Worship Leaders as well as a Meet and Greet Team to give Y6 pupils opportunities to step up to positions of responsibility.</p> <p>Q: How are YR settling in? This has been YR's first week of attending school full-time. They are settling in really well and sat beautifully at the Harvest Festival in church this morning, which was a totally new experience for both them and for the Y1 pupils who had not been to St Peter's before. The YR pupils are understandably tired, but they are making new friends, and the buddy system will help them to get to know the older children too and have someone to go to if they feel a little lost at breaktimes.</p> <p>Q: Could you tell us about impact on TA provision with the agreement for another pupil to have an EHCP and 1:1 hours? Three pupils have 1:1 support already, and the allocation for these TA hours is in the budget. As the children progress through the school, they still have their 1:1 support, but they also need to learn to become more independent in preparation for transition to secondary school. This allows the 1:1 TA to use some of their time to support other pupils in the class. The floating TA hours (from the ECHP pupil who left in July) have been split across all 4 classes. If there is a high need in one class, we could potentially re-allocate a TA from another class to provide additional support. In terms of the pupil who has recently received agreement for 1:1 support, we have not been notified of the allocation of hours as yet.</p> <p>Q: So, when the allocation of hours for the new 1:1 provision comes through, will there be adequate funding to match this requirement using existing staff? We are</p>	

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always required to pay the first £6k of funding for any new ECHP. If the total number of hours comes to £6k, this is no different from the extra support that we have in that class already. If the hours come to more than £6k, we will need to ask for extra funding from the LA, and we may need to re-allocate TA hours from other classes to provide the required level of support. If the hours are significantly more than the current provision available within school, we would need to advertise for a new staff member.

Q: Is there any recognition of the strain placed on budgets, particularly in a small school like ours, by the current EHCP system? Unfortunately, the LA is trying to claw back money from the High Needs budget as it is overspent. SEN provision across Cambridgeshire continues to be very challenging. We are not alone in facing this problem.

The Headteacher advised governors of another pupil for whom a needs assessment is being sought. The Headteacher is exploring multiple avenues to seek support.

Governors expressed their confidence in the Headteacher's actions in balancing the needs of the all pupils and staff.

The Headteacher made three further points in relation to her report:

- **SIAMS:** we have been notified that there will be no inspection this year, but anticipate an inspection in the 2022/23 school year.
- **EDRA:** Linda Allison will continue to be the Diocesan Adviser for our school.
- **Clubs:** it has been very positive to see extra-curricular clubs starting up again, with pupils mixing freely across year groups.

13.2. YOP 2021-22

The YOP (Yearly Operational Plan) has replaced the Recovery, Development and Improvement Plan which was introduced as a result of the lockdowns last year. The YOP was available on Governor Zone and summarises the priorities, actions and success criteria for this year as well as the targets, progress and attainment for each year group. Data relating to progress and attainment will be uploaded after the first data drop later this month and will be scrutinised by the Standards Committee.

Q: Looking at priority 1, did FOBS offer an additional £1,500 at the end of the Summer Term to purchase extra chromebooks? The Headteacher would need to check with the School Business Manager to see whether this money has been received.

Q: How is the EYFS Teacher finding the new baseline assessments? Have these started yet? Yes, the Class Teacher has started working on the assessments which take approximately 30 minutes per child. The assessments are all completed online, and although schools do not receive a copy of the outcome, we will have a good idea of where the children are after carrying out the 1:1 assessment with them. The assessments will be used by the DfE to measure progress from YR to SATs in Y6.

Q: Has the EYFS curriculum also changed? Not hugely, although there have been some minor changes to Maths, and additional requirements have been slotted in. The Class Teacher and HLTA have accessed a number of training sessions over the summer and are well prepared for the baseline assessments and curriculum requirements.

Q: Presumably, there will be SATs for KS1 and KS2? The assumption is yes, that these will go ahead this year.

13.3. Governor Visits

The governor visits will be planned once the Link Governors have made contact with their Class Teachers. The focus of the visits will be on writing, reading and parts of the wider curriculum.

	<p>13.4. Performance Management The targets which will be set at the forthcoming Headteacher's Performance Appraisal will be cascaded down to staff and inform the objectives that are set at their appraisals. Dates have been set for the Headteacher's performance review and the Teacher and TA appraisals.</p>	
<p>14</p>	<p>WELLBEING This was discussed under item 13. Governors noted that there were some extremely challenging issues which have impacted on wellbeing, but were reassured that the Headteacher was working towards the best solution for all concerned, with specialist external support.</p>	
<p>15</p>	<p>GOVERNOR TRAINING Governors were referred to the recent emails which had been circulated to highlight:</p> <ul style="list-style-type: none"> • The School Governance Autumn Term Training Programme • NGA e-learning modules for Governors, Chairs and Clerks • Diocesan training modules <p>The Clerk will also upload this information to Governor Zone.</p> <p>The Training Governor advised that she had looked into the possibility of an in-house course to meet the developmental needs for the Governing Body. This would cost £250, and would require 6 weeks' notice to be given.</p> <p>The Headteacher advised governors that the Primary Adviser has offered to provide some training as part of the SLA, and has suggested "Supporting governors to look at different subjects in the curriculum". Governors agreed that this would be very appropriate with the introduction of the new Link Governor role.</p> <div style="border: 1px solid black; padding: 5px; margin: 10px 0;"> <p>The Headteacher will discuss governor training with the Primary Adviser at their meeting later this week.</p> </div> <p>It was also noted that:</p> <ul style="list-style-type: none"> • RS will book into the "New to Governor Training" which is being held in October • The Governor Termly Briefing Sessions and all other LA training courses are being held online this term. 	<p>WG</p> <p>JM</p> <p>RS</p>
<p>16</p>	<p>POLICIES</p> <p>16.1. Overview of Policy Review Planner The pandemic has resulted in the review of several policies being postponed. Safeguarding, Complaints and other policies which are based on model policies provided by the LA, as well as personnel policies (which are reviewed by EPM) are all up-to-date, but there are a number of policies which are written by school or are adapted to reflect Barton's values. These policies have not been reviewed for up to 2 years.</p> <div style="border: 1px solid black; padding: 5px; margin: 10px 0;"> <p>The Headteacher, Chair and Vice-Chair will meet to prioritise the review of outstanding policies, and will amend the planner accordingly.</p> </div> <p>16.2. For review</p> <p>16.1.1. Safeguarding and Child Protection: Governors were advised that this policy has been amended in light of KCSIE 2021.</p> <div style="border: 1px solid black; padding: 5px; margin: 10px 0;"> <p>Governors approved the Safeguarding and Child Protection Policy subject to amending some minor typos.</p> </div>	<p>JM/CP/CM Next FGB</p> <p>WG</p>

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	<p>16.1.2. Freedom of Information Policy: Governors were advised that this policy will be deferred to the next meeting.</p>	Next FGB
17	<p>SAFEGUARDING</p> <p>17.1 Single Central Record Further information has been added to the SCR following an update from the Director of Education and SIAMS yesterday.</p> <p>The Safeguarding Governor viewed the SCR at the end of last term and confirmed that it was up-to-date at that stage. A new Midday Supervisor is being appointed and paperwork is in the process of being finalised. The SCR will be updated accordingly.</p> <p>17.2. KCSIE 2021 All governors signed to confirm that they had read Part One of KCSIE 2021 and Annex B. The full document is also available on Governor Zone or from the Headteacher.</p>	
18	<p>GOVERNOR AUDITS</p> <p>The Chair reminded governors that the annual skills audits had been deferred from the Summer Term.</p> <p>A new self-assessment audit form has been produced by the NGA, and the Chair proposed to use this document as it gives clearer guidance for governors to rate their level of skills. It also incorporates suggested training links and how to improve skills in certain areas.</p> <div style="border: 1px solid black; padding: 5px; margin: 10px 0;"> <p>It was agreed that governors would be sent links to the new audit form, and that they should complete their self-assessment as soon as possible.</p> </div> <p>If any governors have difficulty accessing the form, they should inform CM.</p>	CM/CP
19	<p>CHURCH SCHOOL UPDATE</p> <p>As mentioned under item 12, the SIAMS inspection which was due to take place this year, has been postponed.</p> <p>The Headteacher made the following additional points:</p> <ul style="list-style-type: none"> • It is hoped that a member from the Church Schools of Cambridge will be able to visit school to provide hands-on workshops again this year. • GenR8 are continuing to send in virtual assemblies, but are also hoping to come into school towards the end of this half term. • Wednesday church assemblies at St Peter's will resume with immediate effect with five vicars leading on a rota basis (Keith Tarring, Marguerite Roberts, Claire Robertson, Rachel Rosborough and Priscilla Slusar). • The Harvest Festival was held in church with Rev Claire Robertson this morning, and families were also able to attend. Food which has been generously donated will be taken to Jimmy's Shelter. 	
20	<p>NETWORK CB23</p> <p>The Headteacher advised governors that subject training will recommence this term.</p>	
21	<p>BANK ACCOUNT</p> <p>The outgoing Chair has completed the paperwork for the incoming Chair to be added as a signatory (as agreed prior to her appointment).</p>	

22	<p>ITEMS ADVISED BY THE LOCAL AUTHORITY</p> <p>None.</p>	
23	<p>COMMUNICATION</p> <p>The Governor's newsletter will be issued at the end of term, with dates to be set at the upcoming committee meetings.</p>	<p>Next committee meetings</p>
24	<p>REVIEW OF THE MEETING</p> <p>What have governors done at the meeting to make sure standards are being raised?</p> <p>Governors have:</p> <ul style="list-style-type: none"> • Assigned Link Governors to the four phases to improve communication and build stronger links with staff, and involve governors in curriculum development and delivery; • Signed up to KCSIE and confirmed that they understand their responsibilities in terms of safeguarding requirements; • Discussed how to support children with SEN better and how to finance provision; • Planned bespoke training to support the introduction of the Link Governor role; • Begun a discussion about how to review strategic priorities seeking external advice from the Primary Adviser; • Reviewed policies to ensure they meet the needs of the school; • Put in place plans for performance management for all staff and for evaluation of governors' skills to identify training requirements; • Welcomed the YOP for 2021-22 which provides a pathway to follow for this academic year; • Expressed their support for augmenting the number of ICT devices with help of fundraising by FOBS; • Welcomed the successful succession planning for the transfer of the role of Chair from CM to CP, and the textbook shadowing that has taken place over the last academic year. 	
25	<p>OTHER BUSINESS</p> <p>25.1. School Condition Allowance The paperwork required for the next stage of the process was sent to the Diocese by the deadline of 10.09.21.</p> <p>Governors were informed that the recent torrential rain created significant problems in Skylark Room, and the Property Manager has been notified accordingly. Due to the severity of the leak and concerns about the electrics, this room was out of use for the day, which impacted on the pupils in UKS2.</p> <p>Q: Do we have photos of the roof as it is? The problem is that it is difficult to identify where the water is coming in. It could be entering at a number of points, but it is flowing down to the doorframe and leaking out from here.</p> <p>Q: Will the proposed works have to include this work to repair the leak? Yes.</p> <p>Q: Can we ask for a warranty for the work? This may come as standard. The first step is to find the problem and determine whether it is in an area that was worked on previously.</p> <p>Governors were notified that the Caretaker will examine the roof to try and assess where the leak is located. LE volunteered to help with this.</p>	<p>DT/LE</p>

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26	<p>DATE OF NEXT MEETING – Wednesday 24th November at 7pm.</p> <p>The dates of the meetings for 2021/22 are on Governor Zone and are also copied at the end of these minutes. Governors were asked to note that some dates have changed slightly. The FGB in March will be on a Tuesday evening.</p> <p>The meeting ended at 9.00pm</p>	
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Scheduled meetings for 2021-22.

2020-21		FGB	Resources	Standards
Autumn	1	15.09.21	20.10.21 (Salaries)	29.09.21
	2	24.11.21	10.11.21	
Spring	1	19.01.22	16.03.22	12.01.22
	2	29.03.22 (Tuesday)		
Summer	1	04.05.22	27.04.22	06.07.22 (Pupils)
	2	20.07.22	13.07.22	

FGB will start at 7pm.

Committee meetings will start at 7.30am unless notified otherwise.