

THE GOVERNING BODY OF CROWLEES CE (VC) JUNIOR AND INFANT SCHOOL

Minutes of the Meeting of the Governing Body held at 2:00 pm via Zoom on Tuesday, 5 May 2020.

PRESENT

Reverend H Butler (Chair), Reverend H Baker, Mr P Byrne, Mrs R Corcoran, Mrs F Goldthorpe, Mr J Hudson, Mr M Lord, Mr N McKeown, Mrs M Shilton, Mr D Smith, Mrs J Taylor, Mr A Walker, Mr C Wilding, Mrs K Woods, Mrs R Wrathmell

In Attendance

Mrs A F Jewell (Minute Clerk)
Mrs S Gomersall (School Business Manager)

152. **APOLOGIES FOR ABSENCE, CONSENT AND DECLARATIONS OF INTEREST**

No apologies were received and there were no declarations of interest.

153. **NOTIFICATION OF ITEMS TO BE BROUGHT UP UNDER ANY OTHER BUSINESS**

There were no items notified to be brought up under any other business.

154. **REPRESENTATION**

RESOLVED: That Governors noted the following matters of representation:

(a) **End of Term of Office**

<u>Name</u>	<u>Category</u>	<u>With Effect From</u>
Rev H Butler	Co-opted	17.07.2020

(b) **Appointment**

<u>Name</u>	<u>Category</u>	<u>With Effect From</u>
Rev H Butler	Co-opted	17.07.2020

RESOLVED: That the Governors agreed that Reverend Butler serve another term as Co-opted Governor.

RESOLVED: That the Governors reconfirmed Reverend Butler as Chair.

155. **MINUTES OF THE MEETING HELD ON 3 MARCH 2020**

RESOLVED: That the Minutes of the meeting held on 3 March 2020 be approved as a correct record by the Chair and signed at a later meeting.

156. MATTERS ARISING

There were no matters arising.

157. REPORTS FROM COMMITTEES

There were no items to report.

158. SAFEGUARDING – TO INCLUDE NEW ADDENDUM FOR SAFEGUARDING POLICY

The Head Teacher reported that a section has been added to the School's Safeguarding Policy to address arrangements during the pandemic. This sets out the changes to the normal child protection policy in light of the DFE's guidance 'Coronavirus: safeguarding in schools, colleges and other providers. The addendum applies during the period of school closure due to COVID-19 and reflects updated advice from the three local safeguarding partners (clinical commissioning team, police and LA).

Q: How easy is it to safeguard the pupils when they are not physically with you?

A: There are measures in place but there is no perfect solution. During the last few days we have been ringing any families that we haven't heard from. Fortunately there haven't been that many. We are keeping in contact with those that are vulnerable. We are still continuing with our usual safeguarding procedures, i.e. referrals, SEN meetings, annual reviews etc.

Q: What has been the feedback from those families you are helping?

A: They have been very positive, supportive and grateful for our help. People are genuinely very appreciative of the phone calls. We have had hundreds of emails from pupils and their parents. We are keeping in contact but it is not easy, especially when there are so many different families, all with different circumstances.

159. HEAD TEACHER'S REPORT INCLUDING CORONAVIRUS UPDATE

The Head Teacher's report had been circulated to all Governors prior to the meeting and the following was noted by Governors:

- The situation is new for everyone and it has changed over the past weeks. Staff have acted on suggestions received from parents and year group emails are now in place to enable pupils and their parents to contact the class teacher directly.
- There are plenty of resources available for parents to access at home but the School do not want to put extra pressure on families and parents to do the teacher's job.
- The School is trying to give as much support as possible but it is not the same for the pupils being taught in the School. Following the DfE guidance - the School's priority is the safety and wellbeing of the children

Q: Is there more that teachers could do to maintain contact with pupils to ensure their mental health is not suffering?

A: We have talked to all the Pyramid Schools. We are doing more than the other Schools to support pupils.

What we choose to do won't be right for everybody as every family has different requirements. We cannot teach 1:1 for each pupil.

- Mr Lord confirmed that it is difficult to motivate children to do their work in a different environment and that the School will need to focus on catching up once the pupils return.
- The Head Teacher confirmed that the staff are very good at assessing where pupils are up to. Governors agreed that the pupils' wellbeing is very important, as well as for the staff. The Head Teacher confirmed that directives from the Government and LA are awaited as social distancing will be difficult to maintain in School. The SLT have discussed this and contingency plans are in place, but it is difficult to plan for the unknown currently.
- Mrs Goldthorpe confirmed that as a Year 6 teacher, their priority will be to focus on the transition to high school. After some discussion it was agreed that the Pastoral Committee should arrange to meet and discuss pupil wellbeing, transitions and returning to School in more detail. The main priorities are health, wellbeing and safety. The Head Teacher confirmed that she had put an action plan in place, considering possible scenarios for return to School and the consequent changes necessary.

The Chair asked Governors to email her with any suggestions which she would collate for the SLT once more information has been received from the Government/LA.

ACTION: Pastoral Committee to arrange a meeting.

Mr Hudson enquired about staff safety at home. Mrs Goldthorpe confirmed that staff are all keeping in contact and communicating with each other. The Head Teacher agreed to send staff a safety checklist.

ACTION: Head Teacher to send safety checklist to staff.

The Chair thanked the Head Teacher for her report and asked that Governors' thanks be passed on to all staff for all their hard work during these challenging times.

160. FINANCIAL MANAGEMENT AND MONITORING

(a) Approval of SFVS

The SFVS had been circulated to all Governors prior to the meeting.

RESOLVED: That Governors approve the SFVS.

(b) Approval of Budget 2020/21

The draft budget documentation had been circulated to Governors prior to the meeting.

Mrs Gomersall confirmed that a meeting had been held with the LA to discuss the budget prior to lockdown. The following was noted by Governors:

- The total budget allocation is £1,601,330. This included an increase of £86,472 from the previous year.
- The surplus from 2019/20 is £57,491. This has not yet been included in the current budget.

- There are minor staffing changes, including one teacher retiring in August and another teacher on maternity. The staffing budget is 2% more than last year equating to £1,365,452.

Q: Why is the surplus amount more than expected?

A: We did anticipate that it would be around £50,000. We didn't spend the contingency and we did well with additional income from after School clubs, contributions from the PFA and School trips. We are still quite reliant on additional funding.

Q: Does the staffing budget include any potential pay increases?

A: Yes, we have budgeted for this. There will be a couple of staff going up the pay scale.

- Non-staffing costs including premises, supplies, catering, grounds maintenance, insurances, training is £398,769.
- The IT budget has been increased to £40,000, as the School wishes to invest in IT this year. The technical support needs to be increased to at least one day rather than half a day.

Q: Have we got the same level of insurance as last year?

A: Yes. These are the same.

- The contingency budget is similar to the previous year at £31,076.
- Income is budgeted at £193,967 which is less than the previous year but currently the School is not receiving any income from after school clubs, lettings etc and expenses are still going out.

Q: Have we saved any money with the School being closed?

A: We have probably lost more as we are still having to pay staff salaries etc so we will lose more than we gain.

Q: Will we be able to recoup any of these losses?

A: Currently the Government guidelines are rather ambiguous. We are looking into it.

The Chair thanked Mrs Gomersall for her hard work in producing her report.

RESOLVED: That Governors approve the draft budget for 2020/21.

162. GOVERNOR TRAINING AND GOVERNOR VISITS

There were no items to report.

163. ANY OTHER BUSINESS

This item was covered under Minute 129 (above).

164. DATES OF FUTURE MEETINGS AND POSSIBLE AGENDA ITEMS

RESOLVED: That the next meeting of the Governing Body be held at 7.00 pm
On Tuesday, 16 June 2020.

165. AGENDA, MINUTES AND RELATED PAPERS – SCHOOL COPY

RESOLVED: That no part of the Agenda, Minutes or related papers be excluded from the copy to be made available at the School, in accordance with the Freedom of Information Act.

The meeting closed at 3:05 pm