



Full Governing Board Meeting

Thursday 26th November, 2020, 5.00pm, Virtual

FGB						
Date/Time	26.11.20 5pm	Location		Virtual via Google Meetings		
Governor name	Initials			Present	Absent With apology (sanctioned)	Absent without apology (not sanctioned)
Su Carey	SC	Co-Head		Y		
Faye Poynter	FP	Co-Head		Y		
Warren Thornton	WT	Staff		Y		
Chris Townsend	CT	Co-Opted		Y		
Chris Galloway	CG	Co-Opted			Y	
Donna Wright	DW	Co-Opted		Y		
VACANT	-	Co-Opted	-	-	-	-
VACANT	-	Co-Opted	-	-	-	-
David Spelman	DS	Foundation		Y		
Caroline Raby	CR	Foundation		Y		
David Richardson	DR	LA		Y		
Andy Isaac	AI	Parent	Chair	Y		
Debbie Radley	DR	Parent		Y		
Natalie Stanbury	NS	Clerk		Y		

	Being the best we can be - committed to making a difference
1	<p>Welcome and Apologies The meeting was quorate with apologies sanctioned as above.</p>
2	<p>Declarations of interest</p> <p>Governors were reminded to check the Register of Business Interests here and let the clerk know if there are any amendments.</p> <p>There were no declarations made in respect of this agenda.</p>
3	<p>Co-Option To agree a third member to the Pay & Performance Committee Governors agreed to appoint Chris Townsend to the Pay and Performance Committee.</p> <p>ACTION - NS to forward the terms of reference and details about the work of the committee to CT.</p> <p>Consider the co-option of Michael Hunt to the board. Following a virtual meeting with our prospective governor, Andy Isaac sought to recommend him for co-option pending the necessary checks are in place. Governors asked that recruitment of new governors for co-option should include verification of experience and references where possible, as is the case for Foundation Governors.</p> <p>ACTION - NS to seek permission for the supply of references from Michael Hunt.</p>
	<p>Matters arising: ACTION – NS to ensure all relevant databases are updated with new governor details.</p> <p>ACTION - All governors to complete the online Register of Business Interests if not already completed by 31st</p> <p>ACTION - AI to make contact with our potential governor and discuss his experience and skillset with a view to Co-option if appropriate at the next FGB.</p> <p>ACTION - Pay & Performance Committee to continue to monitor the appraisal process in the second half of the Autumn term</p> <p>ACTION - CG to make contact with the SEND team to monitor our SEND provision and needs and report at the next FGB</p> <p>ACTION - NS to investigate further the possibility of virtual L2 Safeguarding training</p>

<p>4</p>	<p>Business brought forward by the Chair</p> <p>Any urgent business to report not already on this agenda.</p> <p>DW brought forward news from the Parish concerning the new housing development. The developer is currently challenging the need to provide affordable housing and it would appear these properties have been placed for sale on the open market. The council are currently investigation the position. Further updates will be sought as to the validity of the 106 agreement in terms of funds previously owed to the school and whether they were still valid.</p> <p>ACTION - NS to seek further information regarding the 106 monies owed to the school from DCC.</p> <p>Note: Since the meeting, North Devon Council have held the developer to their original agreement to providing affordable housing and community funds including monies for the school as per the s106 agreement. Lobbying of the developer will continue. Thankyou to West Down Parish Council for the update.</p>
<p>5</p>	<p>Clerks Update</p> <p>The Clerk advised the board there is a new requirement to publish our plans for the use of Catch-Up Funding.</p> <p>ACTION - NS to forward a template for documenting Catch Up to Heads for completion</p>
<p>6</p>	<p>Verbal HT Report and update on safeguarding, health and safety and any changes to the risk assessment, latest update to staff well being</p> <p>Governors may want to consider the following document as guidance during this item. Governing in unprecedented times</p> <p>Governors asked if there had been any changes to the risk assessment as a result of the recent visit from the Health and Safety Executive - the Heads reported the visit had been positive and was very useful in terms of using the inspector's professional insight into day to day health and safety issue in school. Some suggestions were made by the inspector and the visit was overwhelmingly supportive of the measures we have in place to mitigate risk in our settings. He reported classrooms should be well ventilated but that should not mean they are freezing cold. Measures were being implemented as such. Governors could be assured there were adequate mitigations in place via the risk assessment to ensure both children and staff in school were kept safe.</p> <p>Governors asked about how plans for the use of remote education have fared after the closure of a few class bubbles at Berrynarbor. Heads were pleased to report that engagement had been very positive with parents overwhelmingly supportive and children engaged in learning. We have been able to involve our trainee teachers with great effect within these plans and been able to make use of their expertise using google classroom as a</p>

resource. teachers felt prepared for the event of implementing the virtual classroom but in reality further work to ensure resources were up and running for children were arranged. We worked with parents to fine tune the provision throughout the two weeks and feedback from parents is positive. Our provision was based on what we know worked over the summer term. We are pleased that we were able to continue our specialist curriculum for children at home, with older children benefiting from live lessons. For our year 5&6 children at Berrynarbor - they have benefited from live lessons in class, this has allowed children to access the full curriculum, even though some teachers are isolating.

Governors asked about staff well being and what support is in place for staff to ensure there is a suitable work life balance in place. Governors also asked if there needed to be any changes put in place to the timetable in terms of our specialist provision in order to tighten bubbles in the weeks leading up to Christmas. The Heads explained they are looking to move specialist teaching online (allowing specialist teachers not already in that class bubble) to teach remotely and therefore reduce even further the need to cross boundaries. Governors acknowledged it was not possible, with a small staff team to completely close bubbles because the specialist time table also allowed for teacher's planning time sessions (PPA). The plans for delivering the specialist curriculum were also dependent on a full staff team - and it is anticipated that as we enter cold and flu season and the potential need for more staff to isolate should they develop symptoms - this would put pressure on the staff structure in a way we had not seen before. The Heads remained open to the flexible use of staff where possible and acknowledged that plans for the curriculum may need to differ slightly in order that we tighten bubbles as much as is practical.

It is to be congratulated that staff feel that mitigations put in place via the risk assessment have meant that to the best of our knowledge we have not had a single case of transmission of the virus in school - and Su and Faye are to be congratulated on their constant vigilance for the well being of staff and children.

Governors looked to the Christmas break, the fact that staff need some time with their extended families and the fact that it is important that staff do get a break (governors acknowledged that staff and families may not get the chance to meet with relatives if there is a need to isolate due to COVID) and discussed further mitigations we could put in to ensure transmission in school is kept as low as possible, asking what more can be done to facilitate this? Governors agreed the only way to totally reduce transmission in school would be to close both settings and move learning online. Governors agreed that this is not an option and that the decision is not in their remit currently. As far as attendance in school is concerned - the normal expectations are now in place and have been since the start of September, attendance is currently good and above the average for the county and nationally, as discussed at the last meeting via the HT report.

Heads will continue to promote attendance in school and work with families to support them to attend unless there is a reason for them not to (e.g. to isolate for a legitimate reason). The risk assessment provides adequate mitigation of risk and as long as this is followed there is nothing more we can do to ensure there is no risk of transmission.

Governors asked about what plans are in for the implementation of the curriculum after the Christmas break -

	<p>The Heads would continue to review the situation but would be returning to the full curriculum as soon as possible. Heads were pleased to reiterate the pace at which the specialist curriculum has been embedded and were particularly pleased with results following the literacy training in the summer term. Anecdotally, it would appear that concerns around a decrease in writing skills and stamina have been counteracted by our new literacy curriculum across the school and in all years.</p> <p>Governors thanked both Heads and all staff for their unending and continuing support for children, families and each other.</p>
7	<p>To discuss and agree the most recent budget monitor This item was deferred until the next meeting pending availability of the budget monitor.</p> <p>To note the new date for Financial Audit Financial Audit will now take place on 18th January 2021.</p>
8	<p>To note policies adopted</p> <p>Finance and Personnel policies will be forwarded to the relevant governor for approval, to be reported on at the next meeting.</p> <p>ACTION - NS to forward the relevant Personnel finance policies to DW and DS for review.</p>
10	<p>Agree the minutes of the meetings 15.10.20, 10.09.20, 26.08.20, 16.07.20, 23.03.20</p> <p>Governors agreed the above minutes as an accurate and true record. They will be signed at the next face to face session.</p>
11	<p>How have we ensured and assured we are fulfilling our 3 core roles?</p> <ul style="list-style-type: none"> • Ensuring clarity of vision, ethos and strategic direction; Provision for approval of policy, discussion of risk assessment • Holding executive leaders to account for the educational performance of the organisation and its pupils, and the performance management of staff; Discussion of provision of learning under the current circumstances • Overseeing the financial performance of the organisation and making sure its money is well spent. Provision of audit date, financial policy review.



Full Governing Board Meeting

Thursday 26th November, 2020, 5.00pm, Virtual

Streams today, oceans tomorrow...

respect

confidence

compassion

truth

curiosity

courage

endurance

