

The Federation of Holy Island & Lowick First Schools

Governing Board Minutes – Spring Term 2021

Thursday, 4 February 2021 at 5.30 p.m.

(Virtual meeting via video conference)

Invited	Governor Category	Attendance	Apologies
Mr Robert O'Rourke	Authority	No	Yes
Rev Adam Hood	Foundation	Yes	
Rev Sarah Hills	Foundation	No	
Dr Margaret Cartlidge	Foundation	Yes	
Mrs Rebecca Simpson	Headteacher	Yes	
Mrs Kim Gillings	Parent	Yes	
Mrs Heather Stianson	Staff	Yes	

Opening Prayer

Rev Hood opened the meeting with a prayer.

PART 1 (Classified non-confidential)

Items discussed under Part 1 of this agenda will not be classified as confidential. The minutes and supporting documents must be made available to any person wishing to inspect them.

1. Apologies for Absence

Apologies were received and consent given for the absence of Mr O' Rourke

2. Membership Update

Governors noted Rev Charlottle Osbourne would be invited to become the Ex Officio Governor and the Head agreed to carry this forward. **Action: Head**

3. Declaration of Personal and Pecuniary Interests in this Agenda

Governors declared that they had no personal or pecuniary interest in any item on the agenda.

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4. Minutes and matters arising

Minutes of the following full governing board meeting, having been circulated to the Governors, were adopted, and signed as a true record:

- 10 November 2020

Matters arising:

- Communications – Risk Assessments had been shared with Governors as and when appropriate
- Website work had been carried out
- Committee meetings had been held
- KCSIE had been completed

5. Receive Minutes of Committee Meetings

Governors received the agreed minutes from the following committee meetings:

- Resources Committee, dated 13 January 2021
- Curriculum Committee, dated 27 November 2020

Governors noted:

- Resources – The Head confirmed the School Administrator had indicated her willingness to remain in post through to May depending on the success of the recruitment process.

6. Annual Review of Committee Membership

Governors considered committee membership, delegation arrangements in respect of the Headteacher and terms of reference defined for committees.

It was agreed that no changes were required.

7. Headteacher's Report

Governors considered the report from the Headteacher circulated prior to the meeting.

Items under discussion:

- Remote Education
- Wellbeing across the School Community
- Maintaining the curriculum and continuity of learning for all pupils
- The impact of lockdown on Disadvantaged Pupils

Governors noted/discussed/agreed/questioned:

- Numbers: - 3 LAC had secured a new home. Gained 2 Nursery children.
- Staffing - Staff were very keen to be in school - flexible approach adopted. Staff had commented that it was good to be in school during such strange times as they could share concerns with one another and felt well supported by the Headteacher.
- The Theme the children were working on this term was weather and climate, which worked for children being in school as well as those working remotely as everyone has access to the weather and no specific equipment was needed.
- Safeguarding – Operation Encompass utilised. All the vulnerable children were in school full time.
- Remote Learning - Parental views had been that the online learning was well organised and helped alleviate stress levels for parents. They also felt the school had the balance exactly right. Seesaw was noted to be working very well. Staff had the confidence to undertake live/zoom lessons. Moving forward the plan after half term was to add Friday afternoons as well as Wednesday mornings for Collective Worship for further dimension. It was felt this was an excellent opportunity for children to socially interact whilst connecting to God and involving pets had been an excellent idea. Governors recognised that the children were only seeing limited people, and this offered them an opportunity to socially interact with one another. The feedback from parents had been incredibly positive regarding education and collective worship.
- ***Governors asked if staff felt the curriculum was being adequately covered?*** - The Head confirmed English and Maths were being delivered daily. PE, Geography etc. was also covered and that children were being offered a good breadth of education. Staff were aware of not overwhelming children and over burdening parents. Governors noted it took staff longer to plan as they had to consider how parents would be able to administer.

8. Governors' Monitoring Reports

Governors received and considered the following reports:

- Rev Hood – RE. Rev Hood wished to formally record his thanks to the staff and acknowledged how difficult it was for staff to be able to get judgements right. He went to say that it was great to hear that RE programmes were working effectively within school. He confirmed it was uplifting to see such progress in RE. The Nativity which had been an awful lot of work for the staff had been a tremendous success and had been extremely well received by parents. Follow up visit planned.

9. Safeguarding Update

Governors took the opportunity to discuss Safeguarding in the school.

Governors noted:

- Staff were following set procedures
- The ESafety Policy had been updated on the website
- Particularly good support from County

10. Budget Update

Governors received and considered a verbal report of the school's current budget position from the Head Teacher.

Governors noted that an agreed budget for 2021/2022 would need to be submitted to the County by 1 May 2021.

Governors noted:

- Covid expenditure monitored - additional costs for cleaning materials and Personal Protective Equipment (£200 claimed)
- Loss of lettings income
- Main losses from Nursery income
- Additional online subscriptions
- ***Governors asked If the Diocese agreement was an SLA?*** - The Head confirmed this was the case and the actual costs were not exorbitant, as they offered a huge amount of support (daily emails regarding Government changes etc).

11. GDPR

Governors noted that an audit was in progress to ensure that the school's Information Asset Register is updated, particularly with any Remote Learning applications in place. The DPO would be responsible for updating the schools Information Asset Register accordingly to ensure full compliance is achieved.

12. Urgent Business – with approval of the Chair

There was no urgent business.

13. Dates of Future Meetings

- Summer Term – 24 June at 5.30pm
- Curriculum Committee – 18 March at 2pm

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- Resources Committee – 29 April at 2pm

There being no further business, the meeting closed at 6.35 p.m.

Further Information

Presentations and supporting information shared with Chairs/Vice Chairs at the termly briefing sessions are available at: www.northumberlandeducation.co.uk/governors

Chair _____

Date _____

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PART 2 (Classified confidential)

Matters discussed in this part of the agenda will be classified as confidential and saved as a separate electronic file. Any confidential minutes circulated with the agenda papers are attached for governors ONLY, and will be marked 'Part 2- Classified Confidential & Not for Publication.'