



Malvern Wells CE Primary School
Minutes of the Full Governing Body Meeting
Thursday 11th February 2021 6.30pm by Zoom

ACTIONS

Action	By whom	By when	Agenda no / Progress
Forward presentation for governors	Gareth Morgan	Asap	4
RE/CW Committee meet	AE	Before Easter	6
Add impacts to SDP, then forward to DS for website	AE + DS	Before TLS 3 March	6
Meet Chris Sheppard re blinds, defects from summer 2019 & leaking front windows	AE, Chris Sheppard CR	During half term	6
Meet the electrician re the fuse board and other work	AE CR?	During half term	6
<u>Link governors' meetings</u> Geography - AF & Kif Cullerne History - AF & Ali Dainty	AF AF	Week after half term	6
RE - CR & Alison Myers/Alison Earp Music - SP & Ali Dainty English - AM & Jen Alford Maths - SP & Louise Luckman Discuss RSE with Stevie Sharrock Send completed proformas to clerk	CR SP AM SP FS	Before TLS	6
Link governor to discuss RSE with PSHE lead	FS & Stevie Sharrock	TLS	6
Review Standing Orders for the FGB	FS	Next week	6
Complete quiz on "Keeping Children Safe in Education" & send certificates to AE	All governors	FGB	6
Parent governor induction	AE & AF	End of term	6
Contact Denise Hannibal again about 1:1 remote interventions	AE	TLS	8
Renew SLA with governor services	AE	By deadline	8
Remind governors how to access help from Governor Services	DS	TLS	8



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Present: Jen Alford, Dave Bruce, Alison Earp (Head), Alec Fisher, Lorna Lymer, Sarah Pawson, Frances SurrIDGE (Chair), Colin Robbins, Helen Routledge

In Attendance: Gareth Morgan (Governor Services Adviser), Dinah Sage (Clerk)

1) Apologies for absence Apologies were received from Peter Boydell and Ali Mesley,

2) Prayer

Led by Frances SurrIDGE

3) Declaration of pecuniary or other interests

None declared.

4) Gareth Morgan talk about Ofsted

The Chair welcomed Gareth Morgan

The main points are

- Usually visit within 30 months of an inspection, but always be ready
- Emphasis of inspection is guided by improvements needed
- The curriculum is at the heart of the Education Inspection Framework (EIF)
- Focus on Intent, Implementation and Impact
- The day before look at school website and decide deep dive.
- Always deep dive on reading & Maths
- During include safeguarding, minutes, observations, discussion with available governors
- Role of governors is strategy and holding leaders to account - largely by following up questions with "How do you know?"
- Minutes will be triangulated with what leaders and governors say and what inspectors see
- Could be asked eg what the key issues of the SDP are, how governors are selected and trained, how do governors know the standard of reading, what are the strengths/weaknesses
- Governors should be asking what are the strengths of this aspect/subject.... How do you know?. Question impact
- The minutes should show governors challenging the leaders and the replies. Could be a table.

The presentation will be forwarded to governors

Gareth Morgan was thanked

7.25 CR and DB left

5) Approval of minutes of meeting held on 03rd December

The minutes of the FGB meeting held on 03rd December were approved as an accurate record.

6) Matters arising from the minutes of 03rd December

Action	By whom	By when	Agenda no / Progress
Set up meeting of RE/CW Committee	AE	This term	Met. Another meeting set up
If policies are currently held in both the public and governors' areas, remove them from the governors' area	DS	End of term	Completed
Set up login for AF	AE	After checks	Completed
Alert parents to Facebook broadcasting page	AE	Next newsletter	More frequent reminders
SDP Priority 2a Add another action to show collaboration and coaching	JA	When working on SDP	Completed. Impact needs adding
Ring Chris Sheppard re defects liability for summer 2019, compensation for blinds	AE & Chris Sheppard	Next week	Coming in next week. Will contribute to blinds
Ring Chris Sheppard re contacting a builder about leaking front windows	AE & Chris Sheppard	Next week	Emails, calls Meeting during half term
Meet the electrician re the fuse board and other work	AE CR?	5 Dec	Survey to be completed half term
Send notes of link governor email meeting to Clerk	SP & DS	TLS 20 Jan	Completed
Link governors meetings Geography - FS? AF? & Kif Cullerne History - FS? AF? & Ali Dainty RE - CR & Alison Myers/Alison Earp Music - SP & Ali Dainty English - AM & Jen Alford Maths - Louis Luckman to contact SP	FS or AF FS or AF CR SP AM SP	FGB 11 Feb	AF is meeting Kif Cullerne after half term
Link subject leaders for Geography and History to AF	AE	End of term	Completed
Link governor to discuss RSE with PSHE lead	FS & Stevie Sharrock	TLS	Ongoing
Review Standing Orders for the FGB	FS	Next week	Not yet
Circulate quiz on "Keeping Children Safe in Education"	AE	End of term	Ongoing
Complete quiz	All governors	FGB	Has been sent to governors
Circulate Project Board notes	AE	End of term	Completed
Put academisation on all agendas	DS	Ongoing	Ongoing
Write to stakeholders about discussing academisation	AE & FS	End of term	Completed
Update & circulate Standing Orders for FGB	FS	End of term	Not yet
Parent governor induction	AE & AF	End of term	DBS received

7) Minutes for approval

- **Teaching, Learning and Standards Committee minutes**

The minutes of 20th January were approved as an accurate record.

- **Operations Committee minutes**

The minutes of 28th January were approved as an accurate record.

8) Governor admin

- **Approve updated Remote Education Policy**

Malvern Wells' policy has been adapted to conform to government guidance.

Challenge

Tim Hill suggested shortening lessons to allow time for practice. Does this make a difference to the policy?

Response

No, as the children do get time to practice. Work is set with the expectation that children will do what they can in a reasonable time, with the focus on Maths and English.

- **Update Safeguarding Policy to cover 1:1 teaching**

The Safeguarding Policy has been updated in line with County guidance.

The model policy specifies no 1:1 teaching. In school there is always another adult present when a TA is working on an intervention with an individual. For remote learning usually two children would be involved, with parents' permission, but sometimes only one is present. AE or JA could drop in.

Challenge

Governors are aware that the situation could cause anxiety, but it would be a shame if interventions had to stop

Response

The head will seek advice

- **Renewal of Governor Services SLA**

Although the Key for School Governors has useful model policies, these can be obtained from the Key for School Leaders. The support from Governor Services is valued.

Proposal

The Service Level Agreement with Worcestershire Governor Services should be continued.

Proposer Frances Surrige, seconder Sarah Pawson, unanimously accepted

9) Items for next agenda

Overview of Maths
Report on progress in Geography and History
Academisation
Parent survey

10)Any Other Business

None
The meeting closed at 8.10pm

11)Dates of FGB and committee meetings for 2020-2021

All meetings are at 6.30pm

Term	T L and S (Wednesday)	Operations (Thursday)	FGB (Thursday)
Autumn 1	30/09/20	08/10/20	22/10/20
Autumn 2	11/11/20	19/11/20	03/12/20
Spring 1	20/01/21	28/01/21	11/02/21
Spring 2	03/03/21	11/03/21	25/03/21
Summer 1	05/05/21	22/04/21 (Budget)	20/05/21
Summer 2	16/06/21	24/06/21	08/07/21

Signed: Date:.....