


Meeting Minutes

	 Wivelsfield Primary School. Full Governing Board Meeting (FGB)
Date	Thursday 16th July
Time	18:00 – 19:00
Membership	Rob Milton (RM) – Chair, Rhodri James – (RJ) – Vice, Helen Smith (HS) – Head, Philip Dawson (PD), Marion Whear (MW), Susan Halliwell (SH), John Wigzell (JW), Lesley Corbett (LC), Ashley Hards (AH), Tom Edwards – (TE) Karen Hornby (KH), Katie Wollaston (KW).
Attending	Sarah Thompson – Clerk (ST)

Actions prior to meeting

Item		Actions
1	Apologies for absence Susan Halliwell did not attend the meeting.	
2	Agree and sign minutes of the meeting held on 28th May 2020 The minutes were agreed	
3	Matters Arising	
4	Governing Body Governor appointments Mr Craig Pickup has been appointed as new staff governor and will start his term in September. The next & first Governor Meeting of 20/21 will be on Tuesday September 29 th 2020 18:00 – 20:00 The governors were reminded to complete the Governor Safeguarding refresher course Check when Rhodri last did his course	ST to check when RJ last completed safeguarding course
5	Headteacher Update Headteacher Report The governing board thanked Helen and Philip for the great work they had done at school during the covid-19 pandemic. Helen reported that when school restarts in September the school gates will remain shut at either end of the school day. Extra curricular clubs and curriculum enrichment will be gradually introduced. Parking likely to be an issue despite staggered start & finish times. Travis Perkins has closed down and there are discussions taking place for it to be a community venue so there maybe a possibility of the forecourt being used	HS to ask Travis Perkins about carparking.

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	<p>for carparking for parents/carers to ease congestion on surrounding streets.</p> <p>DfE have confirmed that Yr2s will need to be screened for phonics in September.</p> <p>Leslie advised Ofsted expecting back to normality in January. Visits planned Sept-Jan but these will not be inspections</p> <p>John offered congratulations on the new website – especially to Philip and Amy for their work on it.</p> <p>Geraldine Woods' advisor visit took place. Rob reported that it was helpful in some regards and looking for info in other regards. She was impressed by how the school was operating during the pandemic.</p> <p>Geraldine approved of the baselining plans for September. Her support will continue in September.</p> <p>Helen, Amy and Hayley have all the baselining plans agreed for September – very gentle approach inline with the recovery curriculum.</p> <p>Hayley is picking up maths lead along with Craig Emma will be focussing on Early Years Hub</p> <p>Rhodri asked how all the staff are – Philip and Helen reported that although staff are tired they are positive and upbeat.</p> <p>All roles for September are filled with the exception of the INA for child with EHCP.</p> <p>Rob asked what for the status of the schools positive handling training was – Helen reported that no one at school has up to date training as 5 people were booked on training courses which were cancelled due to lockdown. Rob asked with covid-19 what the strategy for positive handling was. HS reported that it was to employ as many strategies as possible to avoid contact unless positive handling was required in order to keep children or staff safe.</p>	
6	<p>Safeguarding</p> <p>Rhodri - Safeguarding Governor undertook safeguarding visits during terms 5 & 6. The reports were sent ahead of the meeting.</p> <p>John asked what operation encompass was – Helen reported that it is when police are called to a domestic violence incident at a pupils home address. School received a report when this happens.</p>	

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	<p>Marion asked what MASH was? HS reported Multiagency Safeguarding Hub.</p> <p>John asked what Smoothwall was – PD advised that it is a system which tracks what people are searching for on the internet.</p> <p>Rob asked how the handover was going from Philip to Amy. Phil said they had one or two meetings and hoped to have another one. Rob advised that it was important to get another meeting in before the end of term.</p>	
7	<p>Policies to approve</p> <ul style="list-style-type: none"> Charging & Remissions Data Protection Education of children with health needs Page 1, 5, 8 – update Managing allegations about staff Supporting children with medical needs Appraisal policy Capability Procedure Complaints Policy and Procedure Disciplinary Policy Exclusions Policy Whistleblowing Safer Recruitment <p>Governors were given until Thursday 23rd July to read and provide any feedback on the policies. Approval will be assumed if no feedback received.</p> <p>Katie provided feedback in the meeting which has been addressed. Marion gave her approval during the meeting.</p> <p>Thursday 23rd July – All policies approved with the exception of Supporting Children with Medical Needs. No further feedback received.</p>	10 mins
8	<p>Nursery Provision</p> <p>Results of consultation</p> <p>Tom ran through the results of the nursery consultation. Overwhelming yes – those that answered no were in the village and concerned about the impact of increased traffic to the area.</p> <p>107 returns 97 yes, 4 no answer given, 6 no's concerned about traffic.</p> <p>48 respondents with children u18, 28 use some form of childcare – 9 answered no to if they had sufficient childcare.</p> <p>23 respondents with children aged 2 - 4 all using some kind of childcare</p>	5 mins

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	<p>Data collected about number of hours – sporadic, no trend. Tom can do more research if required</p> <p>Rob advised Helen to contact ESCC, update them on the consultation and request a meeting between ESCC and Governors.</p> <p>Katie commented that a nursery would make a massive difference to the village, most people who go to preschool have to also go elsewhere for childcare as preschool hours are limited.</p>	
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Supporting documents will be sent prior to the meeting.

Supporting Documents:

Item	Papers	Sent with Agenda	
1	Full Board Minutes 28/05	Y	Emailed
2	Head Teachers Update	Y	Emailed
3	Safeguarding Update	Y	Emailed
4	Safeguarding Visit Reports	Y	Emailed
5	Nursery Consultation Analysis	Y	Emailed
6	Policies Charging & Remissions Data Protection Education of children with health needs Managing allegations about staff Supporting children with medical needs Appraisal policy Capability Procedure Complaints Policy and Procedure Disciplinary Policy Exclusions Policy Whistleblowing Safer Recruitment	Y	Emailed