

**Minutes of Water Street Governors Meeting
Thursday 11th February 2021 - ZOOM**

Present:

Jo Tamsons	Nick Swain
Stuart Anslow	Jules Swain
Sarah Bruno	Sarah Oliver
Rebecca Vaughan	Hama Shanmugam

Jenny Macnab (non-voting)

Susan Overson – clerk

		Action
PART 'A' - PROCEDURAL		
1	Welcome and Introduction Welcome given by JT. New Parent Governor, HS, introduced herself to the governors' present. All governors explained their role in the governing body.	
2	Apologies for absence Apologies received from AS-H who is on sick leave from school <i>Accepted by the governors' present</i>	
3	Notification of urgent other business None	
4	Declaration of interest in agenda items None declared	

5	<p>To approve as a correct record, the minutes of the meeting held on 26th November 2020</p> <p>These had been circulated prior to the meeting.</p> <p><i>Accepted as a true and accurate record</i></p>	<p>JT to email signed copy to SO for file</p>
6	<p>Matters arising from the minutes for which there is not a separate agenda item</p> <ul style="list-style-type: none"> • Appraisal Reviews – this is on hold at the moment as governors are unable to come into school. Needs to be done at a later date • LA Governor – JT notified NYCC that the person that they recommended as a LA governor had not responded to email contact • H&S Policy – this needs to be uploaded onto Sharepoint 	<p>To be actioned after lockdown has ended</p> <p>SO/SA to action On sharepoint/policies/H&S</p>
PART 'B' – SCHOOL IMPROVEMENT		
7	<p>Covid Update</p> <p>SA gave the governors a verbal update</p> <ul style="list-style-type: none"> • School was prepared for home learning although we did not envisage that we would be given no notice of when this would start. • Everything was in place. On Monday 4th January we were preparing to reopen school so on Tuesday 5th January we put everything into place so that home learning and key worker bubbles could commence on Wednesday 6th January. • Seasaw & Tapestry learning platforms were already in place and being used • We have 4 keyworker bubbles in school FS/Y1 Y2 Y3/Y4 Y5/Y6 • Staff are assigned to one bubble with no crossing over. Teaching staff are in school 2 days a week and support staff are in school 3 days each week. 	

	<ul style="list-style-type: none"> • Pupils in school do the same work in school as the pupils are completing at home. They all join in together with the Zoom lessons • We have several vulnerable pupils in school as well as keyworker pupils • Remote learning. Each day starts with a short video clip as an introduction to the day. Work is uploaded for the day and also the Zoom Link for the live lesson (direct teaching) Pupils can upload work to send back to the Teachers • We have worked out which pupils have siblings and have timetabled the Zooms so that they don't clash. • Parental Questionnaire & Feedback – power point presentation detailing the answers from the parental questionnaire <p><i>Governors asked about the attendance levels at the zoom sessions – are we reaching all of our pupils in this way?</i> Response – the attendance is high and we follow up on individuals who have not attended to understand why. From our previous survey we know that everyone has access to online provision even if not at the exact time of day of the online lesson. Staff are following up to support those individuals.</p> <p><i>Governors asked about whether the amount of work being set was suitable to ensure progress without causing anxiety</i> Response – a parental survey at the end of last year indicated the amount of work was about right for the majority of individuals. Some of this has now become more structured with the on-line lessons but on the whole mirrors what was being set before.</p> <p><i>Governors asked about how the school is supporting pupils who are showing signs of stress and anxiety</i> Response – specific small group well being sessions have been set up by AM to allow small groups of pupils to come together and play some games, interact with each other and have some fun to help identify if there are any pupils struggling. Where there is non-attendance at this sessions individual follow ups take place.</p> <p><i>Governors asked how much of the curriculum is being covered via remote learning?</i> Response – the whole curriculum is being covered as part of the virtual response –</p>	
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	<p>although some elements are not in as great a depth as they would be via face to face learning.</p> <p><i>Governors praised the whole school staff team for the enormous effort being put into the virtual curriculum whilst supporting those also in school.</i></p> <p>The parental feedback power point presentation has also been sent out to all the staff</p> <ul style="list-style-type: none"> • Remote Learning Policy – circulated prior to the meeting. All governors agreed it • We are hoping that school will re-open on Monday 8th March 2021. The last day of home learning Friday 5th March – we will be celebrating World Book Day. <p><i>The Governors asked what are the teams thoughts on the return on 8 March – Response – given that we already have established procedures for operating the school in a COVID environment we will re-introduce those measures. We will consider the impact of the second lockdown on pupils to determine what may need to change from a curriculum/way of operating perspective.</i></p> <p>Governors asked about Lateral Flow Testing – has the uptake been good?</p>	
8	<p>Lettings Arrangement</p> <p>School are not charging any rent for Out & About until they are back to full capacity.</p>	
9	<p>Policy Review</p> <ul style="list-style-type: none"> • Recruitment & Selection Policy • Lettings & Hire Policy <p>Both NYCC generic policies</p> <p>Agreed by the governing body</p>	

10	<p>SEND report</p> <p>Report circulated prior to the meeting</p> <ul style="list-style-type: none"> • School SENCo is on sick leave at the moment. We have covered the SEN part with a local company – ½ day each week • We have some SEND pupils in school at the moment but not all • The 2 pupils with EHCP are not in school. One of these is extremely clinically vulnerable and has not been in school since the start of Covid • NYCC regularly monitor the attendance of our EHCP pupils • All SEND pupils are still getting the support that they need • Referrals in place for pupils that school are concerned about <p><i>Governors asked about the definitions of the data – for example expected progress compared to age related expectations.</i></p> <p>Response was given to explain the difference.</p> <p><i>.Discussion took place regrading SEN funding and when it kicks in – for example in relation to a pupil with an ECHP.</i></p>	
PART 'C'		
11	<p>Contracts Review</p> <p>Contract review schedule was circulated prior the meeting.</p> <p>Caretaking and cleaning were brought in house in April 2020.</p> <p><i>Governors challenged whether school was happy with the decision to bring this in house –</i></p> <p>Response – yes, it is currently costing us more than we expected because of COVID but the team is more flexible to deal with the demands of the additional cleaning.</p> <p>Discussion took place on the possibilities of looking bringing in house any other contracts and also assessing whether they are worth their money.</p>	

	<p>The headteacher report that staff training has still be undergoing with it taking place virtually and by using Lancashire County Council</p>	
12	<p>Budget Monitoring Report</p> <p>December and January monitoring reports had been uploaded to Sharepoint prior to the meeting.</p> <p>SO gave a verbal report to the governors and gave an explanation of the in year deficit balance.</p> <p><i>Governors challenged how much of the supply teacher costs we can claim back from insurance.</i></p>	
13	<p>School Financial Value Standards</p> <p>Verbal report given by RB. The SFVS had been updated with up to date RAW data.</p> <p>Nothing in the report is causing concern</p> <p>Discussion took place on Teacher contact Ratio – how this could be improved.</p> <p>This will be uploaded onto Sharepoint for governors to look at and respond with any comments by the end of February 2021.</p> <p>SFVS to be submitted by end of March 2021</p>	
14	<p>Premises Report</p> <p>Internet Connection – work will be completed over February half term on bring this into school and as far as the COMMs cabinet.</p> <p>The guttering replacement will now take place over the Easter Break</p> <p>Front entrance is still on track for starting and completion over the Summer Break</p>	
15	<p>Health & Safety</p>	

	<p>Fire Safety Audit due on 10th February was postponed by Dale Barton and will be re-arranged when Lockdown is ended.</p> <p>Health & Safety Policy 2020/21 – this to be uploaded to Sharepoint</p>	SO to upload policy to Sharepoint
16	<p>A.O.B.</p> <ul style="list-style-type: none"> • Discussion took place about the proposed closure of Bewerley Park 	
	Meeting closed at 8.10pm	