



Bisphopton Primary School Governing Board FGB Meeting Minutes 11 February 2021

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		ACTION																										
1	Present: TP; ASk; AS; HH; JM; LP; OT; SS; KM																											
	In attendance: SL																											
	Apologies: VC (will join later); AM (unable to connect)																											
2	Declaration of interest/DBS confirmation/Code of Conduct: Clerk reminded those who need to tick the DBS box on personal profile on Governor Hub	Update record		SL																								
3	Constitution of the Governing Board:																											
4	Minutes of the last meeting(s): Governors approved the minutes of the meetings from FGB 3 Dec 2020	Arrange to sign minutes		TP/SL																								
5	Matters Arising: <table><tr><th colspan="3">Action points from FGB Dec 2020</th></tr><tr><td>Monitor responses on Governor Hub</td><td>SL</td><td>Update report</td></tr><tr><td>Remove EM from website; add LP & JM</td><td>AS</td><td>/</td></tr><tr><td>Monitor attendance</td><td>HH/AM</td><td></td></tr><tr><td>Safeguarding training</td><td>ASk</td><td>Course booked</td></tr><tr><td>Additional Roles Reports to SL for next FGB</td><td>All</td><td>Agenda item</td></tr><tr><td>Policy changes</td><td>SL/AS</td><td>To be completed</td></tr><tr><td></td><td></td><td></td></tr></table>	Action points from FGB Dec 2020			Monitor responses on Governor Hub	SL	Update report	Remove EM from website; add LP & JM	AS	/	Monitor attendance	HH/AM		Safeguarding training	ASk	Course booked	Additional Roles Reports to SL for next FGB	All	Agenda item	Policy changes	SL/AS	To be completed				Update report Access to attendance info for HH Policy changes		SL AS SL/AS
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6	HT report: <i>Papers provided through pre-meeting document folder on govhub:</i> <i>HT report</i> <i>Review of standards – Autumn 2</i> <i>Curriculum evaluations</i> Governors commented on the quality of such an upbeat report. Governors were invited to present questions based on the report and associated papers. Does OFSTED lay down an expected percentage for children to achieve in Reading, Writing and Maths? They do but only annually. This data is for internal use, looking at the whole year group %, comparing the performance of different groups and checking for patterns. This then informs further planning. Why is there an increase in Y4/Y5 and then lower percentage in Y6? The data is based on tracking the performance of current cohorts so comparisons are made within the year group rather than comparing performance in different year groups. In Y4, boys are performing well and matching girls in Maths whilst girls are outperforming boys in Reading and																											

	Writing which brings the figures up. There is an issue with lack of motivation for writing and it is hard to encourage children to write. Time out of school will impact on writing more – they need to share ideas, feed off each other, discuss and visualise and this is more difficult in isolation and at home. With pupils not in school, how is the green form system working for safeguarding? They are still being completed. Concerns are being recorded following parental phone conversations and teachers hearing something of concern in live teaching sessions. There are not as many as usual but this is also being monitored. With reference to laptop distribution, are there still families without this technology? 29 laptops have been received in all so far – 14 from the DfE and 15 from Warwickshire. They have been allocated based on those families in receipt of Free School Meals, unless these children have been in school for 5 days a week. Some families have accessed laptops through the charity Laptops for Learning – the school has now received 7 of these. There is an issue that they are working off Windows 7 but it does mean that families with more children can have an extra laptop. There are still 3 of these in school awaiting allocation. Has anyone contacted the school for these laptops? No – school has made the contact. Attendance in live sessions is being monitored and families who are not interacting with these sessions are being contacted. Having access to the technology has resulted in some increased participation but some are still not accessing/interacting with remote learning. DfE is proposing a further round of laptop distribution – although if this is confirmed the implication is that it may mean that the lockdown will continue.		
7	Governor monitoring – to include Safeguarding <i>Reports on additional roles provided through pre-meeting document folder on govhub:</i> • <i>Information & Communication (SS/LP);</i> • <i>Governor Support (ASK/OT/SL);</i> • <i>Safety & Risk (HH/KM/AM);</i> • <i>Community Relations & Promotion (TP/JM).</i> Information & Communication A questionnaire for parents has been prepared and made relevant for the current situation to include responses to remote learning. Discussion followed about the practicalities of sharing this, particularly with regard to those families for whom English is a second language. It was pointed out that the website host provides the facility for all documents to be translated and those families who require this are aware of this. It was decided that: • TP would write the introductory letter; • The questionnaire would be put onto the school website for parents to access fully; • Some paper copies would be held in school. Governor Support The purpose of this group is to provide support from the induction process through in-house and external training and development, with the proposal of at least an annual conversation with the Chair about their development needs and welfare. It was acknowledged that there is enough stability and experience among the Governing Board now to establish greater expectations. The proposal was made to develop in-house training that is more targeted at the needs of the		TP, AS

	The position for September 2021 is also healthier with 32 applications naming Bishopton as first choice school. This will require 2 Reception classes and trigger the top-up funding.		
10.	AOB: Contact with parents – the suggestion had been made for governors to contact parents to see how they can be supported. The letter sent out by AS was shared and it was decided that a further letter from governors was not needed. Positive feedback from governors regarding the use of Governor Hub was received. It was good to have all of the documents for the meeting in one place. AS expressed exceptional gratitude for the contribution of the TAs at this time – they have really stepped up and are crucial in the education of the critical worker children who are still coming into school. Teaching staff have been brilliant; they had just 24 hours notice to move to the new situation in January but all were prepared for the move to remote learning as a result of having to close a bubble before Christmas. Office staff are working tirelessly and they are now able to work at home one day a week. TP proposed a vote of thanks to all staff, including AS, and praised the continuity and contact that has been maintained for the children. OT praised the management team and thanked them ‘from the bottom up’. Parent governors and all those involved in home schooling on the receiving end also praised the quality of live lessons, work expectations and direct e-mail and prompt responses regarding work. They commented that the children still feel very much part of the school.		
Meeting ended 6.40pm Next meeting: 25th March @ 5pm			
Minutes agreed			
Signed: T Pearson		CHAIR OF GOVERNORS Date:	