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Minutes of School Governance Meeting, 20Jul 20

Present	Danny Wilde Gareth Medlock Richard Downes Tim Hopkins Andy Chapman Chris McCarthy Jamie Sherwin Lisa Crowley Lynne Green Mark Crawford Adi Tuivonovono Rachel Bell Lindsay McCran Amanda Rearden	Chairperson Padre UWO Headteacher Deputy Headteacher Teacher Secretary Nursery Manager Parent Rep Parent Rep Parent Rep AFF Community Support	
Apologies	Simon Fisher Brian Gallagher Keith Stubbs Angie Jones Rowley Bucknill		

Item	Minutes	Action / lead
1. Welcome and introduction	<p>a. The Headteacher opened the meeting and welcomed the Members. The Headteacher explained the 'new' Attenborough School as of 1st September 2019. The Headteacher thanked the Members for their time and informed them that there would be SGC training offered in the Autumn Term.</p> <p>b. The School currently has 60 students.</p> <p>c. All members introduced themselves.</p> <p>d. Attenborough is an excellent school with top level teachers. It is a safe environment for children in the community and is better than a lot of primary schools in the UK. The most important commodity of the school is the students.</p> <p>e. The Headteacher second the Chairperson's comments, excellence means a lot to the school and we believe in high standards. The Headteacher informed the Committee that he is looking for support from all Members but also encourages challenge.</p>	<p>Headteacher</p> <p>Information only</p> <p>Chairperson</p> <p>Headteacher</p> <p>Information only</p>

	<ul style="list-style-type: none"> f. Mr Crawford asked about foreign language being taught to students in September. g. The Headteacher confirmed that currently there is a KS2 teacher that delivers foreign language and hopefully there will be an opportunity in the future to employ a supply teacher as a specialist. 	<p>Parent Rep Headteacher</p>
<p>2. TOR explanation</p>	<ul style="list-style-type: none"> a. Mr Rowley Bucknill was due to give an update to Members on MOD Schools but unfortunately, there were technical issues due to the location of the meeting. 	
<p>3. Headteacher /Nursery Mgr Reports</p>	<ul style="list-style-type: none"> a. Attenborough school have a process which we follow where our teachers have the opportunities to visit UK schools to train, observe and discuss. b. St David's, SHAPE, Hornbill schools are linked to our collaborative working along with selected UK schools. c. The school is very well staffed and resourced. We have a Site Manager in addition to an Infrastructure Manager to ensure all grounds and structural maintenance are achieved to a high standard. Infrastructure Manager will work alongside DIO/DCYP/School and Nursery. d. Reading/writing will be the main focus in September but Maths will continue to be monitored. e. All students are given core learning in the mornings and then afternoon coaching sessions are provided for additional support. f. Attendance is consistently high g. Nursery currently have 7 children on the register for September. h. 3 children are registered for summer holiday club. 30 hours childcare is available in collaboration with AWS who will offer 5 years +. i. All support staff are progressing with their CPD j. Facilities need to be reviewed with DCYP. k. Attenborough is the pioneer for 0-11 years. l. The biggest hurdle is the cost of Nursery fees which are set by DCYP compared to local German kindergarten 	<p>Headteacher Report given to all members</p> <p>AFF/Col Hill are working on this</p>

<p>4. Safeguarding Update</p>	<p>a. All staff have access to My Concern and use these as a focal point for reporting and for documentation review and policy updates. Further training in the Autumn (regular refreshers).</p> <p>b. Audit complete and submitted to DCYP – July 2020</p> <p>Actions identified from Audit include:</p> <p>c. Staff safeguarding folders updated and distributed for September (will include all updated policies).</p> <p>d. SGC safeguarding member to be nominated – (A level 3 trained person is required) training to be provided by AEO Rowley Bucknill</p> <p>e. Policy review and update for several safeguarding areas required for September 2020</p> <p>f. Website update needed to reflect revised/updated policy. (August).</p> <p>g. Staff training planned for September to review changes to the updated KCSIE 2020</p> <p>h. SGC policy approval Autumn term.</p> <p>i. DCYP – to provide further guidance with guidance for further CPD options</p> <p>j. Dedicated safeguarding display in prominent place (Staff room) to be updated with revised material.</p> <p>k. Induction pack for new starters and staff needs reviewing/updating.</p> <p>l. Relationships and relationships scheme of learning to be reviewed and approved in Autumn term 2020</p> <p>m. Safeguarding workshops for parents planned for the Autumn term (there will be a rolling programme for this.)</p> <p>n. Mandatory safeguarding training will be regularly monitored (through SCR) to ensure all staff are kept up to date.</p>	<p>Dep Headteacher</p> <p>Information Only</p>
<p>4. Finance Update</p>	<p>a. Non-public funds are audited by the RAO each term.</p> <p>b. The current balance is €6381.55, however there is an invoice pending for a supply of new uniform.</p>	<p>Lisa Crowley</p> <p>Information Only</p>

	<p>c. €1000 Imprest account is also held through the FSA and is balanced at the end of each half term.</p>	<p>Information Only</p>
<p>6. Any other business.</p>	<p>a. Disclosure Barring Service issues – AFF/BAG are investigating as not just an issue with school.</p> <p>b. SGC members – in school experience possible Autumn Term looking at subgroups within the SGC. 6 reluctant readers so possibility of SGC members becoming reading buddies.</p> <p>c. The current procedure for collection of pupils is unsafe. Could the drop off procedure of flow through the gate be used? The Headteacher will review this in September.</p> <p>d. Would it be possible to use the Mess for a possible Year 6 student dine out? Speak to Mr Chamberlain, Naafi</p> <p>e. What is the provision in the future for 11+? APC Glasgow/DCYP/Aff are investigating.</p> <p>f. Can Welfare obtain information of the suppliers of the 'Leavers' Bears as this would be a nice idea for new babies born whilst in Station.</p> <p>g. Thanks goes to Naafi for all their support to the school during the current Covid restrictions.</p>	<p>Lisa Crowley</p> <p>Richard Downes Headteacher</p> <p>Mark Crawford/ Headteacher</p> <p>Jamie Sherwin</p> <p>Rachel Bell</p> <p>Tim Hopkins/ Lisa Crowley to give details</p> <p>Gareth Medlock</p>
<p>9. Date of next meeting.</p>	<p>.Autumn Term - TBC</p>	