

Date issued: 18 December 2020

File reference: 20201216-SGC\_Mtg\_Minutes

**Minutes of School Governance Meeting, 14 December 2020 (via Zoom)**

<b>Present</b>	Danny Wild (DW) Gareth Medlock (GMe) Richard Downes (RD) Tim Hopkins (TH) Andy Chapman (AC) Chris McCarthy (CMc) Jamie Sherwin (JS) Lisa Crowley (LC) Lynne Green (LG) Gary Margerison (GMa) Rachel Bell (RB) Lindsay McCran (LMc) Amanda Rearden (AR) Keith Stubbs (KS)	Chairperson SQMS Community Padre UWO Headteacher Deputy Headteacher Teacher Rep Business Manager Nursery Manager DCYP/MOD Schools Parent Rep (Naafi) AFF Community Support 23 Amph Welfare/Parent Rep	
<b>Apologies</b>	Mark Crawford Adi Tuivonovono Angie Jones	Parent Rep Parent rep Teacher Rep	

<b>Item</b>	<b>Minutes</b>	<b>Action / lead</b>
<b>1. Welcome and introduction</b>	a. AC opened the meeting and welcomed the Members, he introduced GMa as DCYP Rep	Headteacher Information only
<b>2. Headteacher /Nursery Mgr Reports</b>	a. LG read through the details of the report and reiterated that to make holiday provision feasible they need a minimum of three children to warrant the requirement of three staff. LMc asked if children numbers were low before the holiday and was this why the holiday provision was minimum. LG confirmed the numbers were between 8 – 10. GMe informed us that the holiday cleaning cover for the Nursery was awaiting DCYP approval. Major infrastructure requirements need to be reviewed. GMe informed us that the tarmac surfacing will be looked at in the new year. b. AC went through the HT report. He confirmed that at present we are aware of 5 new families in the new year with two families departing. New colleagues were welcomed.	Headteacher Reports given to all members prior to meeting Information only

	<p>Mr Sherwin and Miss Blair have worked hard to establish the Tri-Council. The agreement was given for each council to be given €250.00, the Reps decided to join the budget. The Fijian and Nepalese cultural days were a great success even with Covid restrictions. Pumpkin Carving ensured that every student took home a carved decoration for Halloween. On 4<sup>th</sup> December each class visited 'civilisation museums' in each classroom. Dependent on Covid future plans are to invite SGC members into school for these events.</p> <p>Since the beginning of term with 1 to 1 sessions and additional support students have benefitted and all seven year 2 students met the National Phonics threshold. Attendance during the current times is well-above average with an achievement of 98.1% (MOD Schools average is 96.1%). AC also summarised school attainment and progress performance by year group and key stage in addition to outlining CPD undertaken. DW gave a big thank you for the opportunities given to our community children with the current Covid restrictions.</p>	
<p><b>3. MOD Schools report</b></p>	<p>a. GMa asked all members to please read the report. He congratulated the school on their really good attendance figures. He asked the members to remember that when they see high percentage figures, the classes sizes at the school are very low compared to UK averages which reflects this. He confirmed that the school was working well and that MOD Schools had no concerns from a series of accountability visits and audits.</p> <p>b. GMa and AC confirmed that Rowley Bucknill (Area Education Officer for ROW MOD Schools) is available to deliver SGC training remotely in the new year. AC asked DW to confirm when this was suitable and liaise with GMa or Rowley Bucknill. School would be happy to provide a venue within its new training/CPD rooms.</p>	<p>DW to confirm dates for remote Governor training in the new year with GMa or Rowley Bucknill.</p>

<p><b>4. Safeguarding Update</b></p>	<p>a. We had a Safeguarding audit in November which scored 2.5/3 (3 being the highest). Training for staff is continuing and dependant to Covid restrictions training will be offered to SGC members in the future. JS will be working with students compiling a questionnaire on wellbeing. There will also be online safety training for parents in the future. Governor training had been identified as an area of development by the audit and MOD Schools Rowley Bucknill has offered DW the opportunity of remote training in 2021.</p>	<p>CMc  DW to confirm dates for remote Governor training in the new year with GMa or Rowley Bucknill.</p>
<p><b>5. Finance Update</b></p>	<p>a. The non-public fund was audited by the RAO on 4.12.2020. The current balance is €4919.81. All reported correct as was the school's public fund addressed by monthly FOO and quarterly financial meetings with DCYP/MOD Schools HQ.</p>	<p>LC Information only</p>
<p><b>6. Infrastructure update</b></p>	<p>a. GMe informed all members that the School Kitchen Assurance test passed with good results and also that a window cleaning contract will commence as of 1.4.21.</p>	<p>AC  Information only</p>
<p><b>7 AOB</b></p>	<p>a. Due to the German Government announcement the school will not be able to open now until 12.1.21 (11.1.21 being an INSET day) 5th – 8<sup>th</sup> January there will be Remote Learning offered to all pupils. Remote Learning will continue if necessary. Both the Colleagues Code of Conduct and the school's Positive Behaviour Policy were endorsed by the SGC.</p> <p>b. The Mercians will be returning on 4.1.21 so critical staff will be required within Station, however GSU will ensure that a parent is able to be at home to take away any risk of unattended children.</p> <p>c. JS informed members that the students of the Tr-Council are very ambitious and so dependent on Covid restrictions would appreciate for any opportunities within the Station.</p> <p>d. Thank you, best wishes and Merry Christmas to you all.</p> <p>e. Thank you as a parent but also from all at 23 Amph to the school for all their commitment.</p>	<p>AC to inform all parents</p> <p>DW to inform all units</p> <p>JS Information only</p> <p>DW</p> <p>KS</p>

	<p>f. Activity packs will be going out to all children that attend the Nursery due to the increased closure.</p> <p>g. LMc thanked the school for the great communication with parents as when parents have asked her to investigate any issues by the time she has the answers she is informed that the school have already resolved them.</p> <p>h. RD thanked the school for all the amazing stuff which they do. He also enquired if there was any planned development with RE. It was confirmed that Miss Blair is the school RE lead and this subject along with PSHE is being reviewed. AC confirmed that the school would be happy with any knowledge or advice that the Padre wishes to give. AC also confirmed that the school were developing Global citizenship values and that RD support in assemblies in the new year would be appreciated.</p> <p>i. Gave thanks to the school as a parent.</p> <p>j. DCYP closely work with RE today to ensure that the syllabus is kept updated and confirmed that this is the case with the school. GMa believed an updated syllabus was due at some point in the near future.</p>	<p>LG Information only</p> <p>LMc Information only</p> <p>RD CMc to email value themes to RD and facilitate a meeting between Miss Blair and RD in the New Year</p> <p>RB GMa</p>
<p><b>8 Date of next meeting</b></p>	<p>Friday 19<sup>th</sup> March was proposed and agreed. AC invited all SGC members to starting with a Fish and Chip School Lunch (Covid dependant) then into meeting from 1300-1430hrs.</p>	<p>LC to send email and cake to be bought for RB's birthday.</p>