



**Christ Church C of E Infant School  
Minutes of Full Governing Body Meeting**

**T2 Held 25<sup>th</sup> November 2020 @ 6pm**

**Governors:** Belinda Stowe, Amelia Gould, Anna Martin, Paul Graham, Chris Douglas, Robin Butcher, Jacky Wood, Julie Wilkins, Gareth Jones, Belinda Stowe, Sheryl Stenner, Jo Vickery, Charlotte Munday, Jenny Falco.

**Absent:**

**Clerk:** Cath Evans

T2 Compassion

<p><b>26/20 Opening Prayer</b> BS led the team in the value of the term, talked about the 'heart art' that was displayed in the church earlier this week. BS then led the Governors in prayer.</p>	
<p><b>27/20 Welcome</b>  A big welcome to everyone.</p>	<p><b>Please ensure apologies are sent to the Clerk and Chair to be accepted.</b></p>
<p><b>28/20 Apologies</b>  RB joined late at 7.05pm</p>	
<p><b>28/20 Membership</b> Clerk resignation received after the last meeting, recruitment drive in place. Recruitment is going well, interviewing tomorrow and the candidate look really promising.</p>	
<p><b>29/20 Declaration of Pecuniary Interests</b> None, chase up late replies</p>	
<p><b>30/20 Late Items</b> None</p>	

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Chair.....

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<p><b>31/20 Approve Minutes</b>                  Everyone happy with the last minutes, approved to be sent to Governor services</p>	<p><b>Sent to Governor services.</b></p>
<p><b>32/20 Chairs Report</b>                  Staff wellbeing: Staff Governor has shared her report with me that I will forward on.                  Although Staff Governor has been absent for 2 weeks, everyone is still being very positive and Staff Governor was so grateful that pretty much all staff have been to see her to welcome her back this morning. Wellbeing Rep has pointed out that the more parents are testing positive that it's harder for staff to send out the home learning while they are still in school teaching. More time is being spent on the new normal routines, so less time on the curriculum. Looking at a 2 year cycle for subjects and not to over plan for each subject would help all staff. Loads of positives, everyone is so grateful to work at CCI as Head and Deputy are very supportive. It would be great to make the Teacher appraisals not data focussed. Wellbeing Rep has had lots of lovely comments from staff on how they are being supported throughout the school by all staff but this has fed down from the top and how the Head treats wellbeing. Governor wanted to keep a close eye on staff wellbeing but happy to hear it's ticking over well and adapting to the teaching in a new way.                  Wellbeing survey: Governor thought there was strong feedback from teachers and feel that any concerns are being addressed.                  Governor commented: CCI have been on an incredible journey as only a few years ago morale was so low that the turnaround has been really good especially at the difficult time. No contact to the wellbeing governor as things are being dealt with really well.</p> <p>Link Roles: Feedback on the swap around in roles. H&amp;S: Governors have gone through how she did the role, new governor is happy with what she can do within the current restrictions. We have changed our Health and Safety support as Integra have withdrawn that support. Hopefully new governor can be involved in the new company. GDPR nothing has been handed over as yet. Safeguarding hand over happened last week. New governor has started bits and bobs, new governor will meet with Head to get on top of the current concerns. There are current/new audits that can be shared once completed. New audit now includes Covid.</p> <p>Class link Roles: Teacher feedback is positive, catch up emails are nice to have that check in. Might be nice for the governors to read a story on Zoom, or do a governor fact sheet, little bit of personal info. Fundraising: most teachers are thinking of what resources are needed especially for the outdoor areas, keen for the governors to help. Maybe a sponsored run or scoot. Head says no pressure to read a story, maybe just send a little video saying Hi and a bit about yourself. Q&amp;A maybe, get the children to come up with the questions. One governor did a Zoom with Zebra yesterday, thoroughly enjoyed it was lovely to share their work. Suggested a sponsored climb (every child to climb their stairs to the equivalent of Everest height). Not sure this would help and don't want to</p>	

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<p>step on the Friends toes, as their fundraising options are limited at the moment.</p> <p>Ofsted Prep: <b>Chair asked: What is expected of the governors? What can they prepare for?</b> If we're functioning well as a governing body and keeping up with everything from your committee, everything should be fine. Gen up on the SIP, and maybe be prepared to spend some time in school during the inspection. Important that we have a governor that can talk the talk during the inspection. Head and Foundation Governor thinks that as a governing body you are all on it and functioning well. School Improvement Officer will run a governor session to tell you what you need to know in preparation for Ofsted, Head to organise.</p>	
<p><b>33/20 Heads Report</b></p> <p>Attendance is positive, school is not full which is unusual.</p> <p>Covid Update: No change, feeling very lucky that we are not being massively affected at the moment. Wellbeing is better and up compared to a couple of weeks ago. The fear of Covid was worse than the reality that we are currently facing. Having Giraffe go out first was positive really as their teacher is so on it and dealt with it really well. Parent council meeting: more positive not so many grumbles, although we are all probably getting more used to the new situation. Brilliantly supportive staff team. Attendance and staff levels kind of prove the point that morale is pretty good and that everyone feels safe at work. Staff are going above and beyond to send stuff home for individual pupils that are having to isolate. I think the staff are willingly doing too much, which is not necessary. Children have better behaviour but probably because they are mixing in smaller bubbles than usual.</p> <p>Governors prime responsibility is Head's wellbeing. Hub heads meeting was pretty bleak last time but good to feel like you are not alone. Staff help to support Head too. Chair does a catch up with Head fortnightly so please feel free to speak to Chair if you want to check in. Great to have the appraisals not focusing on data and more on quality of teaching.</p> <p>Safeguarding: Social workers Increase in concerns but not an increase in care, worried that cases are being closed when the support is still very much needed.</p> <p>LAC: some new children expected to come to the school in September, one family had chosen our school from recommendations from previous families and was a real boost for Head to speak to those new parents</p> <p>Monitoring and evaluation: one data point a term, to reduce staff stress. Record a phonics lesson to see how the new scheme is working. Can then review the video which was very helpful for staff and Head to see. <b>Governor asked: if teachers could chose the lesson?</b> As long as they covered phonics. They could record and delete as many time as they like. Less stressful for two staff member present apart from technical issues. Easier not to have Head watching, the class was more settled as she is a bit of a celebrity with the children. <b>Governors asked: Safeguarding: are the videos kept safe?</b> They are recorded with the correct permissions and kept on the secure area of the server.</p> <p>Catch-up staff: new staff have started and are working really well, feeling really good about it. They have settled in brilliantly.</p>	

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<p>Updated SIP will be sent out tomorrow  <b>Governors asked was there much feedback on Parents Evening?</b> Parent council said they all loved it, much easier for childcare and getting both parents to attend. We are hoping to do a mixture of Zoom calls and face to face meeting for next time round. Governor said her Penguin group had a real mixed response to it. Might be a good idea to do a survey to see what the general feeling is. Governor loved his Zoom meeting at CCJ. There is a BBC podcast on the secret life of teachers, worth a watch. Governor would be interested to hear your thoughts.</p>	
<p><b>34/20 Policy Review</b>                  Draft Pay Policy 2020: CD and JF, AM and JO to go through the blue text for approval.                  Volunteer: few typos, Deputy to amend with Clerk.                  Asbestos: All good, approved                  Privacy Notice: All good, approved                  Flexible working/Job Share: All good, approved</p>	<p><b>Amended Volunteer policy 26.11.20 and redistributed with minutes</b></p>
<p><b>35/20 Committee Feedback: FS&amp;P</b>                  Revised budget: Governors, Head and SBM met with finance officer to discuss. Covid, unknown issues made the budget looked shaky but SBM juggled things around. We are looking at a carry forward of about 50k. 10k deficit but the school is looking better than some other schools. Approved and ratify                  Funding Formula Decision: Going with option B                  Training: who needs what moving forward to be ironed out.</p>	
<p><b>37/20 Committee Feedback: Ethos</b>                  Christmas events: Church will do some sort of intro for the nativity, happy to record some carols to be shared. New curate will be co-opted for CCI. We're hoping to fill the foundation governor role, Governor is meeting with her tomorrow. Happy for anyone who would like to, to attend the Ethos meetings.</p>	
<p><b>38/20 Committee Feedback: S&amp;C</b>                  Gaps in writing at the moment, children have been identified for the catch up funding, which will get them back up to standard. Monitoring and new phonics scheme. Wellbeing of staff is looking so much better. Moments of joy, celebrating birthdays etc. is a lovely thing to do for the children</p>	
<p><b>39/20 Governor Course/Commitments</b>                  Please once you have your courses confirmed send the details onto Training Governor. Courses seem to be getting booked up quickly so Governors are struggling to get onto them. There is a delay in being able to get onto the ones that are wanted. Will take this to S&amp;C once there has been a bit more movement with the courses. Might be good to see if they can up the numbers for the Teams courses, as the demand is so high.                  Arrange a strategic governors meeting before Christmas if possible.</p>	
<p><b>40/20 AOB</b></p>	
<p><b>41/20 Date of Next meeting: 10.02.20</b></p>	

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<b>42/20 Total Time: 82 minutes</b>	<b>Meeting Closed: 19:22</b>

## List of abbreviations used in Governors Minutes

- ARE**- Age Related Expectation
- BME** – Black Minority Ethnic
- CPD** – Continual Professional Development
- DHT** – Deputy Head Teacher
- EYFS**- Early Years Foundation Stage
- EWO** – Education Welfare Officer
- FGB** – Full Governing Body
- FSM** – Free School Meals
- GD**- Greater Depth
- GLD** – Good Level of Development
- HLTA** – Higher Level Teaching Assistants
- HT** – Head Teacher
- LAC** – Looked after children
- KS1** – Key Stage 1
- PP**- Pupil Premium
- PSHM**- replacing SEAL
- PPA** – Planning, Preparation and Assessment
- RACI**- Responsible Accountable Consulted Informed
- SIA** – School Improvement Advisor
- SIP** – School Improvement Plan
- SEF** – Self Evaluation Form
- SEN** – Special Educational Needs
- SENCO** – Special Educational Needs Coordinator
- SFVS**- Schools Financial Value Standard
- SIA** – School Improvement Adviser (used to be SIP)
- SIP**- School Improvement Plan
- SIAMS** – Statutory Inspection of Anglican and Methodist Schools
- SBM**- School Business Manager
- SGC** – South Gloucestershire Council
- SLT** – Senior Leadership Team
- SMSC** – Spiritual, Moral, Social & Cultural
- T** followed by a number – Term 1/2/3/4/5 or 6
- TA** – Teaching Assistant
- Y** – Year followed by R (Reception) 1 or 2

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