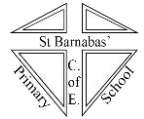


**Minutes of the Meeting of the
Full Governing Body of Heaton St Barnabas' CE Primary School
Tuesday 8th December 2020**



Present: Ian Grant (IG, Chair), Diane Smith (DS, Headteacher), Jasmin Arif (JA), Mohammed Ali (MA, Vice-Chair), Azeema Raja (AR), Sofia Mushtaq (SM).

In Attendance: Wasiq Suleman (WS, Business Manager), Alison Wild (AW, DHT), Ann Mason (AM, DHT), Wendi Thompson (SGS Clerk).

The meeting started at **4.30pm** via Zoom.

20/20	<p>Welcome and Apologies for Absence and their Acceptance</p> <p>Chair welcomed all to the meeting. Apologies were accepted from Sue Jennings.</p>	
21/20	<p>Notification of Any Other Business and Order Variation</p> <p>There were no other business and no request for agenda variations from the Governors.</p>	
22/20	<p>Declarations of Interest for Items on the Agenda</p> <p>Governors confirmed there were no Declarations of Interest for items on the Agenda.</p>	
23/20	<p>Minutes and matters arising from 20th October 2020</p> <p>The minutes from 20th October 2020 are to be signed and filed in school once amendments have been made.</p>	
24/20	<p>Chairs Correspondence and Actions</p> <p>Chair reported that there was no correspondence or any actions for this meeting.</p>	
25/20	<p>Safeguarding update.</p> <p>AW reported on Safeguarding. Several families are on a child protection plan and a couple of serious concerns have been made aware of. Staff are working with external agencies such as Children's Services and Police and staff are working hard to support families through a difficult time. Attendance is a priority and a concern throughout the school year groups. The SLT have been spending a lot of time following up attendance. The local PCSO has been visiting those families with the highest concerns. Concerns have arisen from those bubbles which are self-isolating and do not actively participate in home learning. Families which do not respond to school contact and pupils which do not join in with Zoom lessons have received wellbeing visits from PCSO's.</p> <p>There has been an increase in school pastoral support for children. Anxiety, trauma and bereavement has been a big issue for some pupils.</p> <p>The DSL is working hard to ensure that children talk to staff in school with any problems or concerns they have or if they just need someone to talk to. The NCPCC "Speak out</p>	

	<p>and Stay Safe” assembly has raised awareness for pupils that there is help if they need it. The awareness of being able to reach out to Child line for pupils who are vulnerable regarding abuse at home has been spoken about to all children in school. The NSPCC has been talking to pupils this time instead of school. The main priority is reassuring children and letting them know that there is help for them if needed and that they are able to talk to staff in confidence to ensure that all the pupils are happy both at school and at home.</p>	
26/20	<p>Headteachers Report – Covid Update including:</p> <ul style="list-style-type: none"> ○ Staff/pupil wellbeing and attendance in light of Covid The numbers throughout the year groups are being maintained although some pupils are still not attending school because of anxiety. The parents feel their child is safer at home and this is a struggle for staff. ➤ Are those children being followed up in any way? The LA have been in touch to follow up with the families and they are aware that anxiety is a problem. The school is there to support those families. <p>Attendance is being monitored by BCL consultancy Team and Mrs Arrowsmith the attendance officer. It has been set up by SIMS system and on a Wednesday we select the families that we think are most vulnerable and require following up. There have also been some significant bubble closures for pupils. Reception, Year 3 and Year 5 have had bubble closures which has an impact on the attendance figures. All three year groups are back in school within the week. Letters have been sent out to pupils who have had a regular absence record. Two families from Year 5 are away on extended leave. Absence is significantly higher than the national figures in that cohort due to extended leave and parents choosing to keep their children at home. There has been an increase in staff absences due to Covid symptoms.</p> <ul style="list-style-type: none"> ➤ Year 5 attendance numbers is a worry for Governors. The extended leave has impacted the attendance figures. We know the children are all ok as we have followed it up but they cannot come back to school due to the restrictions in place for entering the country. <p>All Governors commented on the hard work that has taken place through a difficult time to keep the school open and have good attendance figures compared to schools in the local area.</p> <ul style="list-style-type: none"> ○ Catch Up Fresh Start, extra phonics sessions, extra maths tutoring, early morning intervention and class intervention booster sessions for year 6 have taken place to make sure that there is a catch up in every way to narrow any gaps. ○ Remote Learning the Remote Offer has given parents clear expectations of what the school is expecting of them. This in turn has developed a good understanding from the pupils which has 	

	<p>enabled some good home learning.</p> <ul style="list-style-type: none"> ○ SEND <p>The school currently has 80 pupils on the SEND register. Six children with an EHCP and a further pupil with an EHCP in the referral progress. There are also 11 My Support Plans which have been completed. Educational psychologists continue to support school and the pupils. A support session will be arranged for staff to spend time with the Educational Psychologist to discuss the needs and requirements of the children in the year groups.</p>	
27/20	<p>SIP Reports</p> <p>Closing the gaps for all pupils has been the main focus this year and the HT realises there is still some work to be done. Staff absences has affected the planned intervention sessions but these have continued whenever possible. Staff have worked hard to ensure their pupils have significant booster sessions to close any gaps. Several bubble closures have been difficult for pupils but staff have delivered remote learning to those pupils to ensure they do not fall behind.</p> <p>A creative curriculum has been designed to ensure good mental health and wellbeing for the pupils in school and at home. The staff feel it is important for the children to have an active creative day rather than long days of catch up maths and English.</p>	
28/20	<p>Committee Reports</p> <ul style="list-style-type: none"> ● Curriculum - 13th October 2020/24th November 2020 <p>Chair reported that remote learning has gone well and the pupils and staff have adapted well. It has enabled pupils and staff to learn and work from home. Staff wellbeing has been a priority this year and wellbeing/journey days have been popular and helpful and appreciated by all staff. The meeting with Clare Holt to assess the 2019/20 curriculum went well. School is running a recovery curriculum for 2020/21 for core subjects. Pupils have found it hard to learn while at home and focusing on learning while using a laptop has been particularly challenging.</p> <p>The staff support for one another has boosted the wellbeing of everyone within school and talking regularly and sharing emotions has been encouraged by the SLT. Staff know that there is always somebody to talk to if required. Staff spirit is still high and they are encouraging one another to dress up for a pantomime for the children before the Christmas break.</p> <p>The early closure on a Friday will have to be extended until further notice. Governors agreed unanimously that the Friday closure should be extended until Easter but will be reviewed at February half term. HT will forward a draft letter to Chair and Governors before sharing with the parents. The school does stay open for key worker pupils. The early closure on a Friday enables staff to catch up with PPA.</p> <ul style="list-style-type: none"> ● Finance - 23rd October sorry but some of this I didn't quite catch as the speech was a tad distorted on the zoom and a bit quiet <p>There is a surplus carry forward of just under 50k and a deficit of 23k by the end of the year which was expected under the circumstances. The finances look healthy at the moment over all. Catch up amount of 8k has been received and an amount of 11k was</p>	

	<p>spent on exceptional Covid equipment. Governor contribution of 100k was funding for the roof but due to the second lockdown it has been postponed.</p> <ul style="list-style-type: none"> • Headteachers Performance Management The meeting with Pat Holdess was positive. Chair reported that the Governors are impressed with the HT performance management. The work is appreciated. He said that the areas to focus on in 2021 are to streamline the school development/improvement plan. Chair and vice-chair thanked the HT and all the staff for the fantastic work they have continued to carry out while under extreme pressure and at a difficult time during Covid-19. • Approve Pay Policy – Approved at Staffing & Finance (updates) The annual Pay Policy was unanimously approved by governors. Proposed: Ian Grant Seconded: Mohammed Ali 	
29/20	<p>Governor Visits and Training</p> <p>The Chair has visited the school during November while adhering to safe distancing, wearing a face covering and washing hands. There has been no training. Though Governors commented that they would like to visit the school when it is safe to do so. AW/DHT requested that would be willing to carry out some Safeguarding training by way of Zoom for Governors.</p>	
30/20	<p>Any other Business referred from item 21/20</p> <p>There was no Other Business at this meeting.</p>	
	<p>Date of the next FGB meetings</p> <p>23rd March 2021 18th May 2021 22nd July 2021</p>	

The meeting finished at **5.45pm**