

ORMESBY VILLAGE SCHOOLS FEDERATION
Minutes of the Governing Body Meeting Held via Zoom
Thursday 10th February 2022

Name	Role	Present/Apologies/Absent
Bradley Young	Headteacher	Present
Clive Sillitoe (Chair)	Local Authority Governor	Present
Julia Hawkins (Vice Chair)	Co-opted Governor	Present
Annette McMylor	Co-opted Governor	Apologies
Carla Brightman	Co-opted Governor	Absent
Craig Robertson	Co-opted Governor	Present (Item 9 & 10)
Lauren Gardiner	Co-opted Governor	Present (Item 1-6 only)
Anthony O'Connor	Co-opted Governor	Present
Lizzi Angel	Staff Governor	Apologies
Karen Wacey	Parent Governor	Apologies
Alleisha Dixon	Clerk	Present

[Governor Challenge/Questions](#)

Action Point

The order of the agenda was amended due to apologies received and to ensure decisions made whilst quorate.

Agenda Item
<p>1. Welcome</p> <p>The chair welcomed everyone to the meeting.</p> <p>Consideration of Apologies Apologies were received from Annette McMylor, Lizzi Angel and Karen Wacey. Carla Brightman was absent from the meeting. Craig Robertson attended the meeting for items 9& 10.</p> <p>Action Point: Clerk to update attendance records on Governor Hub</p>
<p>2. Notification of Any Urgent Business</p> <p>None</p>
<p>3. Declaration of Business Interests/Conflict of Interest</p> <p>The opportunity was given to governors to declare any new business interests or potential conflict of interest arising from the items on the agenda.</p>
<p>9. Financial Matters</p> <p>The BCR was appended to Governor Hub prior to the meeting. Julia Hawkins attended the finance meeting.</p>

Agenda Item

Infant

Year 1 surplus £1507

Year 2 deficit £3068

Year 3 surplus £2885

Junior

Year 1 surplus £59807

Year 2 surplus £55779

Year 3 surplus £15803

It was discussed and agreed £4000 will be moved from revenue to the capital budget to support immersing environment project.

Governors endorsed the decision to move £4000 from revenue to capital.

All Governors endorsed the revisions for signature by the chair.

SFVS

The SFVS was appended to Governor Hub prior to the meeting. There are two SFVS documents, one for the infant school and one for the junior school.

Governors reviewed the SFVS, and Governors have had an opportunity to ask questions, Governors were happy with the document, but any further comments will be sent to BY following the meeting.

The SFVS will be submitted by 28th February 2022.

10. Policies

- a) Antibullying Policy
- b) Attendance Policy
- c) Business Continuity Plan
- d) DPE Data Protection Policy
- e) GDPR Data Protection Policy

The policies were appended to Governor Hub prior to the meeting.

BY explained key amendments and updates to Governors summarising the amendments to the policies.

4. Minutes of the Meeting held 09.12.21

The minutes of the previous meeting were agreed by the governors. These were approved electronically on Governor Hub due to the meeting being held virtually.

Actions from the previous meeting:

Agenda Item

Item	Action	By Whom	When
1	Clerk to update attendance records on Governor Hub Complete	AD	30.09.21
14.	Governors to send skills audit to AD and AD to collate skills audit results. Complete Action Point: AD to share skills audit results with BY & CS.	ALL	ASAP

5. Matters Arising

None.

6. HT Report

The HT report was appended to Governor Hub prior to the meeting.

Staffing

BY shared an update on staffing including the consultation and explained Kaylee Forman has been appointed as Cover Supervisor and has just finished her training.

Discussions took place regarding a recent request in change to hours. Governors supported BY decisions and rationale.

Attendance

Infant 92.73%

Junior 89.54%

BY confirmed children's attendance was looked at on an individual case and letters sent to parents of children with low attendance. Covid has had an impact as there has been a significant number of positive cases in the school.

Governors discussed how Covid has impacted the school and how the staff have supported each other during difficult times.

Premises

Premises discussed and BY highlighted an issue with local neighbours and the trees. There is ownership of the trees being disputed. The trees are not posing a danger to the school.

The fire reports completed July 21 have suggestions for improvement.

Scott Filmer was appointed and started on 7.2.22 and will be managed by TO.

Craig Robertson left the meeting.

PAN

Agenda Item

Future PAN discussed and BY has attended a meeting with the falling roll team at County. Governors discussed this as an extension of the previous discussions. BY highlighted how the decision on the PAN will impact the school.

Gov: If we reduce the PAN what would be the impact if a higher number was expected?

BY explained the PAN is the control number set and the impacts of ensuring there are correct staff for the classes. BY also explained the fair access protocol and how the school can be asked to take extra children and the class numbers impacted.

It was discussed and agreed the PAN would be amended temporarily for 2023, this will be reviewed year on year.

Lauren Gardiner left the meeting.

SEN

The forecast for reception intake in September 2022 is 40, BY highlighted there is an increasing number of children with EHCPs within the reception intake in September. There are children not known to the pre-school and there are several children that have been highlighted with issues that may impact the school.

Governors discussed SEN within the school and the high needs funding not being sufficient to cover the cost of a TA within the school. BY has completed a response to the consultation.

Data

Data from the standardised tests were included within the HT report and PITA analysis appended to Governor Hub prior to the meeting.

Governors highlighted the data looks concerning however children have missed a significant amount of time in education. BY explained he has met with HT across the region, and this is the picture across most schools. BY confirmed the interventions are ongoing and conversations with teachers taking place to identify those children who are not at ARE. The data was presented and broken down into year group data to enable Governors to see where the children are.

Gov: Is the catch-up funding being used to target these children?

BY explained tutoring is for the most disadvantaged, sessions have already started. Tutoring is taking place across both schools. The recovery fund can be used for all children.

Gov: Are we likely to receive any more funds?

BY explained the funding and how they are selecting children to attend the tutoring. Intervention is also taking place in the classroom and conversations will continue within pupil progress meetings.

Gov: If Ofsted came in would they make allowances?

BY explained that Ofsted will not consider Covid having an impact and the school would have to evidence that children are having tutoring, intervention, and quality first teaching.

Gov: Do the children take work home?

Agenda Item
BY explained there needs to be a balance and targeted intervention may need to be adjusted to suit the children and this will be different in infant to juniors. The TAs will track to see how the difference is being made after each block of sessions.
<p>7. Safeguarding</p> <p>The Annual safeguarding report to Governors has been completed and shared for review. Governors ratified the report.</p>
<p>8. Staffing</p> <p>Discussed as part of HT report.</p>
<p>11. Governor Monitoring, Training and Development</p> <p>As the meeting was not quorate for the full agenda, this item will be discussed at the next meeting.</p>
<p>12. Reflections</p> <p>Governors have made decisions on policies and the budget to support the Headteacher and the school.</p>
<p>13. AOB</p> <p>None</p>
<p>14. Dates/Times of Future Meetings</p> <p>Thursday 24th March 2022, 4pm</p>
<p>18. Confidential Matters</p> <p>None</p>

The meeting closed at 17:30

Item	Action	By Whom	When
1	Clerk to update attendance records on Governor Hub	AD	10.02.22
CF	AD to share skills audit results with BY & CS.	AD	10.02.22

Signed

Date

