

# BANKS LANE JUNIOR GOVERNING BOARD MINUTES

## SUMMER TERM 2021

Date: 8 July 2021  
Time: 4.30pm  
Venue: Zoom call

### GOVERNORS PRESENT

Mrs J Graham (Chair), Mr J Vali, Mrs A Power, Mrs K Pixton, Mr T Ellison, Mr D Bennett, Mr M McDermott, Mr P Thomas, Mrs E Battersby, Mr A Bassett, Mr E Milner (Headteacher)

### IN ATTENDANCE

Mr A Lane Governor Support Officer

#### 1 APOLOGIES FOR ABSENCE

Apologies were received and accepted from Mrs A Boulderstone, Mrs J Patel, Ms J Sturch and Mrs J Humphreys.

#### 2. STAFF WELLBEING SURVEY

Governors considered in detail the survey evaluation which had been circulated previously. Mrs Boulderstone who had formulated the survey and was not able to attend today's meeting, had asked governors to feedback to her any comments/queries. **Was the % level of staff members feeling that SLT did not offer the right support a concern ?** A governor commented that, in terms of the industrial standard, this was not a concern and this had also been confirmed by Mrs Boulderstone who had considerable experience of such surveys in her own professional background. It was also confirmed that the element of supervision was a key factor in continuing to support staff wellbeing. Governors noted that there were a considerable number of positives identified in the staff feedback. It was hoped as well that staff wellbeing would improve as Covid restrictions lifted.

**How often should this survey be repeated ?** It was agreed that there would be value in carrying it out every six months with the same questions, with another one due in December.

#### 3. COVID REPORT

The HT provided a break-down on staff/pupil illnesses across the classes, adding that the school had just had to close its seventh bubble in the last fortnight. With nine pupils having tested positive recently, the school had had to effectively send 210 pupils home.

**Had there been any communication from Public Health England (PHE) ?** The LA had offered to broker dialogue between the School and PHE. There seemed little purpose in this, however, as there had been no significant outbreak. The school had written to parents, encouraging them to carry out PCR tests for their children.

The HT shared his frustration with governors on the above as, up until the last 12/14 days, the school had been really forging ahead with its teaching and learning for the children. He informed the meeting that the school would not be dropping any Covid-compliance measures after 19 July.

Governors were informed that 17 members of staff had been off school last week and the school had come close to full closure, with the potential tipping point being the lack of first aiders on site. Governors agreed with the Chair's conviction that the safety of the school

community comes first. It was noted that the majority of parents was supportive of the school's actions.

**What was the level of pupil engagement with home learning ?** This varied according to classes, but the uptake was lower than last time. Ultimately, the school had to trust parents to ensure that their child accessed it. The other restraining factor was when a teacher was on sickness absence, A parent-governor testified to the quality of the provision for their child(ren).

**Are all staff taking lateral flow tests ?** Yes, every Sunday and Wednesday, with results updated on a central spreadsheet. **How many staff had been vaccinated ?** That information was not to hand, but the School Business Manager had a log of this. **Would the school be retaining any practices which had emerged during the pandemic ?** The school would await further government guidelines, but would be looking at future break-times, with SLT having already compiled a draft timetable.

The HT concluded this item by paying tribute to the phenomenal commitment and professionalism of all school staff during these very challenging times.

#### 4. TRANSITION

The transition day, originally planned for 1 July, had had to be cancelled as so many staff members had been off school. This was now been re-scheduled to 16 July. The HT was liaising with his counterpart at the Infant school on the arrangements for this. He was also looking at an evening for parents to tour the school. This had been set for 20 July 4pm-7pm when facemasks and social distancing would be insisted upon. Governors recorded their support for both of these activities.

It was further intended that a facility would be set up on the parents to teachers system to communicate who their child's teacher would be and to include a profile of that teacher.

**Would the parents be told before the child ?** The feeling of the meeting was that it should be communicated to the parents in the evening at the end of the school day. The HT undertook to look at the timing of this.

#### 5. STAFFING

The HT provided an overview of the various staffing appointments/departures. Of particular note was the prospective arrival of Caroline Owens (the Deputy Headteacher-designate) and the imminent departure of Adrian Bassett. In terms of the latter, the HT informed the meeting how sorry he was to lose Mr Bassett who had made a significant contribution in his time at the school. Governors joined with the HT in wishing Mr Bassett well in his headship.

#### 6. BUILDING WORK

The HT updated governors briefly on the electrical and plumbing work. The timeline for completion was for over the summer holidays, with the builders also working evenings. The work would be funded by c£20k from the school fund account and also topped up by DFC monies.

**Would the school be carrying out a benchmarking exercise to assess whether the new lighting led to financial savings ?** The HT would ask the School Business Manager to arrange for this to be done – **ACTION 1**

#### 7. INTERACTIVE WHITEBOARDS

The HT advised governors that the school had ordered twelve 72 inch Promethean whiteboards which were due to arrive at the end of the summer term.

## 8. CURRICULUM/SEND REPORTS

The Deputy Headteacher informed the meeting that the reports formed the basis for discussion between the various subject leads and the link governors.. The DHT reported on the following:

- The knowledge organisers in books supported the evidence-gathering every half-term.
- The Subject Leaders were now expected to evaluate a new depth of learning. There was no national average for comparisons, rather this would be against age-related expectations.
- ***What measures were there in Computing to allow for sufficient breaks for the children away from the screens ?*** It was pointed out that there were study elements which did not require this interface and so allowed for this.
- ***Was a topic overview being carried out ?*** Yes, Tom and Cheryl were addressing this for all Foundation subjects.
- Staff have carried out audits of their curriculum subjects to identify if support/resources were required.
- There were two Science investigations carried out every half-term.
- The school had curriculum plans in place for both the medium- and long-term.
- ***Did all teachers attend cluster meetings ?*** This varied as some subjects briefings were organised by different – LA, independent - bodies.

## 9. NEXT STEPS FOR THE GOVERNING BOARD

The following were noted/agreed:

- It was agreed to rename the Monitoring committee to Steering committee.
- Mrs Pixton confirmed that she would be stepping down from the governing board. Governors joined with the HT in thanking Mrs Pixton for all her support and commitment as a governor.
- It was agreed to reintroduce the Teaching and Learning committee with effect from the start of the next academic year.
- It was agreed that Mrs Owens be appointed as a co-opted governor with effect from 1 September 2021.
- It was agreed that the Clerk would circulate a suggested schedule of governing board/committee meeting dates to the Headteacher and Chair for approval and then for sharing with the board – **ACTION 2**
- It was agreed that the Clerk would contact Jenny Humphreys to clarify her continued governorship – **ACTION 3**

## 10. AOB

- The Headteacher and Deputy Headteacher had made a presentation to forty-five Headteachers on experience of Ofsted and had received very positive feedback to this, including from the Head of School Effectiveness and the Senior School Improvement Partner.
- The HT reported back to the meeting on the disruption and mess caused by members of the travelling community.

With no further business to discuss, the Chair thanked governors for all their work over the last year during very challenging times and closed the meeting at 6.07pm.

**MEETING ACTION POINTS**

<b>ACTION POINT</b>	<b>ACTION REQUIRED</b>	<b>ACTION FOR</b>	<b>ACTION TIMEFRAME</b>
1	Carry out benchmarking exercise on lighting costs/ savings	School Business Manager	Post-meeting
2	Circulate suggested autumn term GB/committee meeting dates	Clerk	Post-meeting
3	Contact Mrs Humphreys regarding her governorship	Clerk	Post-meeting