

LYDGATE JUNIOR SCHOOL

**MINUTES OF THE MEETING OF THE FULL GOVERNING BOARD
HELD ON 9 JULY 2020**

Present: Rosemary Fletcher (Chairperson); Toyin Aderiye;
Mark Alexander; Julie Farrell; Simon Hamilton;
Andrew Hogg; Jacqui Hoole;
Stuart Jones (Headteacher); Marelize Joubert;
Carina Kemp Alix Wall.

Associates:

In Attendance: Julie Child (Clerk to the Governors)

Governors' core responsibilities:

1. ensuring clarity of vision, ethos and strategic direction of the school
2. holding the headteacher to account for the educational performance of the school and its pupils
3. overseeing the financial performance of the school and making sure its money is well spent

1. Apologies for Absence

Apologies for absence were accepted from and received from Maureen Neill, John Hague and David Kyffin.

2. Declaration of pecuniary interests relevant to this agenda

Governors were asked to declare any pecuniary interests relevant to the agenda. No one declared any interests relevant to this agenda.

3. Confirmation of the minutes of the previous meeting and report on matters arising from the minutes

Resolved: That the minutes of the meeting held on 12 March 2020 be approved and signed.

Matters arising from the minutes

3.1 **Item 3.4** – Governors asked about the current position with the RSE scheme of work which was due to be implemented in September 2020 and the Headteacher said the date for implementation has been delayed by central government. The Headteacher said the school has not yet received the citywide RSE curriculum from Sheffield Local Authority and so has not yet been in a position to consult with parents.

ACTION

3.2 **Item 3.5 – Review of the Complaints Policy** - the Headteacher said this has been delayed due to Covid-19 and will be addressed in the autumn term.

Headteacher

3.3 **Item 5 – Committees** - the Chair asked the Headteacher to ensure that Minutes of all committees and invites to Zoom meetings are circulated to all governors.

Headteacher

3.4 **Item 3.8 – SENCO Provision** – the SEND governor asked for feedback on the outcome of consideration of the level of SENCO provision by the Resources Committee and the Headteacher confirmed as a result of the appointment of a full time teacher from September there will be an additional half day a week for the SENCO role.

4. Update on school action/activity around Covid-19

Governors had received an update report from the Headteacher prior to the meeting and the Headteacher outlined a number of changes since completing the report.

The Headteacher said there now 42% of pupils attending on a regular basis, all of whom are critical worker or vulnerable children.

The Headteacher said there have been no cases of virus transmission within school and only 2 days when one member of staff had been off school due to illness.

The Headteacher said the systems and structures put in place have been adjusted as necessary and are currently working well.

The Headteacher reported that any member of staff shielding has been working from home and the bubbles have been kept separate with allocated desks and individual equipment wherever possible.

The Headteacher said the system of home learning support is working well, with teachers receiving completed work back electronically. The Headteacher said this system will cease in September when all children are due back in school and only children who are shielding will continue to receive home learning.

A Parent governor spoke of the high level of contact received from parents and outlined their concerns. The Headteacher recognised that home learning cannot replace being in school and said all the junior schools across the city are struggling to satisfy parental needs, particularly around transition from Year 2 and Year 6.

A governor asked how the school will assess the children’s levels to check for lost learning on their return in September and the Headteacher and Deputy Headteacher explained how formative and summative information will be used to tailor the curriculum. The Deputy

Headteacher explained how within school information is being shared by teachers to highlight areas of the curriculum not yet taught this year and outlined the support being put in place for Year 3 around missed phonics learning.

The Headteacher said that a home learning package has to be in place for any child sent home due to illness and before the end of September the school must have a plan in place for how it will provide home learning for bubbles sent home.

The Headteacher said the plan was for a double class to form a bubble in school as these children share a work area in the school.

Governors asked how the school plans to support children who are struggling emotionally and the Headteacher said the school has appointed an additional temporary teaching assistant for 30 hours a week to enable it to support these children. A governor asked what additional support is being provided to schools to address this issue and the Headteacher outlined the support from CAMHS and the trauma training currently being offered, as well as indicating more support is due to come via Learn Sheffield.

The Headteacher outlined the guidance on how to organise the classroom and how the school is planning to ensure children have plenty of time outside.

The Headteacher outlined how the school is looking to start and end the day, saying staggered start and finish times across families with children in different classes causes additional stress. The Headteacher said the school is looking to have a stress free start and end to the school day.

Governors asked about transition and the Headteacher outlined the offer currently envisaged for Year 3 and also what is being offered to Year 6 pupils by the secondary schools.

Governors thanked the Headteacher for his very detailed report.

5. **Review attendance of pupils/staff to include how we are monitoring wellbeing and welfare**

This item had been addressed within the Headteacher's Covid-19 update.

Governors asked about staff welfare and the Staff Governor outlined the support available to staff, including an extra half day out of the classroom for planning which had helped alleviate the intensity of the current teaching model.

The Deputy Headteacher said the current working model is tiring and stressful for staff and the needed for social distancing is an added pressure.

6. **Approve the budget spending plan for the financial year 2020/21**

It was confirmed the budget spending plan had been presented and approved at the Resources Committee.

Governors formally ratified the budget spending plan for 2020/21.

7. **Staffing update, including ratification of school leadership appointments, where applicable**

The Headteacher said there had been no changes to the school leadership team and provided an update on temporary appointments made.

The Headteacher said not all staff are currently back at work but said all staff will be encouraged to return for September and the start of the autumn term.

8. **Review of Committee Minutes and report from governors with curriculum links.**

Governors recognised there had been no Teaching, Learning and Progress Committee meeting since the last full governing board meeting due to the closure of the school.

The Resources Committee had met via Zoom and a copy of the Minutes had been circulated to all governors.

9. **Annual Report on Safeguarding**

The Headteacher informed governors that the Safeguarding Audit does not now have to be submitted to the Local Authority until the end of October 2020.

The Headteacher said there will be some areas of uncertainty around safeguarding and therefore it is to be expected the report will contain increased levels of amber rating and look significantly different to last year.

10. **Confirm or appoint reviewers for the Performance Management of the Headteacher and to appoint an external advisor to support with the process**

Maureen Neill, Rosemary Fletcher and Carina Kemp were confirmed as the Reviewers for the Performance Management of the Headteacher and Governors agreed the appointment of Diane Stokes through Learn Sheffield as External Advisor to support the process.

11. **Review of Governing Board membership/constitution**

The Clerk informed the Board that the term of office of John Hague, parent governor, is due to end on 13 October 2020.

Julie Farrell offered to contact Mr Hague on behalf of governors to explore his future involvement with the Board.

12. Review of the meeting – how has the governing board fulfilled the three core functions for which it is responsible?

Governors recognised that the financial performance of the school is overseen by the Resources Committee.

Governors had questioned the Senior Leadership Team on the educational offer in September and also on the home learning package currently available to families.

Governors had questioned the Headteacher around the strategic direction of the school as it looks to re-open fully in September.

13. Date and Time of the Next Meeting

Resolved: That the next meeting be held on 12 November 2020. At this point it is envisaged the meeting will be held via Zoom.

14. Any Other Urgent Business

The Clerk informed the Board this would be the last meeting she would be minuting for the school as she will be stepping back from the role of clerking governor meetings at the end of the summer term.

Governors thanked the Clerk for her support to the school over recent years.

Meeting closed at 8.45 p.m.