



SHAROW C. OF E. SCHOOL AND SKELTON NEWBY HALL C. OF E. SCHOOL FEDERATION
Minutes of a VIRTUAL meeting of the Full Governing Body held at 6.00 pm on Tuesday 14 July 2020

Core Functions of a Governing Body:

- **Ensuring clarity of vision, ethos and strategic direction.**
- **Holding the Headteacher to account for the educational performance of the school and its pupils.**
- **Overseeing the financial performance of the school and making sure its money is well spent.**

Present: James Bradley, Andrew Philpott, Jacqui Palmer, Gemma Snodgrass, Lauren Copperthwaite, Jacqueline Whitaker

Others in attendance: NYCC Zoe Watt (Clerk)

Minute No.		Action
GB1	<p>Welcome</p> <p>The Chair welcomed everyone to the meeting.</p> <p>Governors were reminded of the confidential nature of the meeting and core functions of the GB.</p>	
GB2	<p>Absences</p> <p>John Bushell, Justin Wheatley, Ruth Newton all sent apologies. These were accepted and approved.</p>	
GB3	<p>Declaration of interests in items for discussion</p> <p>No declarations of interest were made. Governors noted the rules about confidentiality and the need to declare interests in items if appropriate.</p>	
GB4	<p>Declaration of Confidential items</p> <p>No confidential items were notified.</p>	
GB5	<p>Notification of Urgent Other Business</p> <p>No items recorded.</p>	
GB6	<p>Approval of minutes of previous meeting</p> <p>The minutes of the meeting of the 4th May 2020 had been circulated and were approved.</p> <p>The confidential minutes of the meeting of the 20th of May 2020 could not be approved due to the virtual nature of the meeting.</p>	

<p>GB7</p>	<p>Matters arising including Action Points</p> <p>Christopher Cowper has decided to retire from the Governing Body. The members wished to offer him thanks for all that he has done on behalf of the schools during his time as Governor and wished to purchase a gift in recognition.</p>	
<p>GB8</p>	<p>Report of the Headteacher (Verbal update on Covid-19 and any other matters)</p> <p>The Headteacher's report was presented for consideration by Governors in the distributed documents with questions to be raised during the meeting.</p> <p>The Headteacher reported that 8 children would be leaving Sharow at the end of the year of which 5 would be moving to Roecliffe, however there was no pattern attributable to the change. There may be another departure during the summer holidays due to a house move.</p> <p>Skelton numbers have increased with two new nursery children who will be starting in September.</p> <p>Governor challenge: One of the 2016 Ofsted Key Priorities for governors note that better use should be made of information provided and a question was asked to check if there is anything further than may be done to improve. Governors should continue to listen, observe and monitor the school in order to develop understanding. It was acknowledged that Governors do not use the information on a continuing basis and therefore assembly, retention and recall is difficult.</p> <p>Governor challenge: We have noticed that there are FSM children not attending school or accessing home education. What are the schools doing to offer support and is there anything further that may be done? These families have been identified and class teachers are making regular contact, sending work home where it is needed and endeavouring to encourage engagement. Schools are aware of the situation, part of the return strategy is to identify pupils who we expect will need additional catch-up support.</p> <p>Staff have done a huge amount of work including a vast amount around the curriculum which has been completely revamped for September. The high priority of curriculum and expectation is now very different. Subject leaders have been working very hard to do this work as well as supporting online with home working. Some staff have multiple subjects to lead. There is a strong safeguarding culture and increased knowledge.</p> <p>We are teaching English differently from September. Some staff training has started. We hope that the new approach will lead to higher quality writing skills.</p> <p>Governor challenge: The amount of work does show. Teachers have been making an effort.</p> <p>Thank you from the Governing Body to all the Staff for all the hard work during the pandemic</p> <p><i>Budgetary news</i></p> <p>Laptops were purchased to enhance the IT provision at Sharow last year with a further investment due to take place this year. This investment has been delayed,</p>	<p>Govs</p>

	<p>Sharow can't "gather" as a teaching group, so will be working on catchup in classes not mixing. There will be money from the DfE for catchup but we do not yet know how much.</p> <p>We feel secure in knowing what we plan to do.</p> <p>Ofsted will be evaluating what you have got in place during the Autumn term. They will be doing monitoring not inspections under the usual format. We do not foresee any children who cannot attend.</p> <p>There is a requirement to be able to move instantly to remote learning if necessary so over the summer Schools ICT will be setting up for school to use Teams if necessary.</p> <p>Governor Challenge: This will be difficult for families who have more than one child (as there may be insufficient devices at home). The Head agreed that this may mean children being unable to access "live" classes online but school will have resources available. DfE has suggested use of Oak Academy but that curriculum does not fit with what school will be teaching and the introduction of remote learning is required to be seamless.</p> <p>Worship will be pre-recorded as school can't come together from September under current guidance.</p>	
GB10	<p>Review Vision Statement</p> <p>Governing Body Vision and School Vision were agreed as fit for purpose at the present time.</p>	
GB11	<p>Policies for Approval</p> <p>All policies had been distributed prior to the meeting. There were no questions and the following were APPROVED by governors:</p> <ul style="list-style-type: none"> Feedback Policy Fire Safety Policy Hearing and Appeals Information Security Incident Reporting Keyholder Policy Learning Environment Policy Records Management Policy Reference Policy (NYCC HR policy) Whistleblowing Policy Schools Flexible Working Policy. Induction Policy <p>The Children Not Collected policies for both schools are to be amended to reflect the staggered start/finish times from September (possibly an addendum for C-19)</p> <p>The Induction Checklist has reference to corporate structure which governors questioned as necessary. This document ties into the Induction Policy.</p> <p>Noted that the induction checklist is a useful start for governor induction. It was suggested that there might also be a suitable list on the NGA website. Governor in charge of induction to investigate.</p>	<p>JW</p> <p>JW</p>

<p>GB12</p>	<p>Staffing and Class Structure</p> <p>2020/21 Academic Year and contingency plans for September were discussed under GB8 (Headteachers Report).</p>	
<p>GB13</p>	<p>To consider the outturn budget</p> <p>This was covered in the previous meeting</p>	
<p>GB14</p>	<p>To receive budget monitoring report 2019/20 to date</p> <p>Due to the effects of Covid 19 it has not been possible to prepare a budget monitoring report. It was noted that this would show some additional expenses as well as some savings. A more detailed report will be prepared in the autumn term.</p> <p>This position is representative of most schools.</p>	
<p>GB15</p>	<p>Health and Safety Update</p> <p>This was included in GB8.</p>	
<p>GB16</p>	<p>Governor vacancies/succession planning</p> <p>Christopher Cowper has tendered his resignation leaving a foundation governor vacancy.</p> <p>School has advertised via Inspiring Governance but there has not been any interest. Governors had considered approaching local businesses but they have been closed and it not seen as particularly productive at the moment.</p> <p>Agreed that this would be revisited at the next meeting when the national lockdown situation will be further eased.</p> <p>Any suggestions about recruitment will be gratefully received. JBu/JBr/JaWh will form a working group on this.</p>	<p>Govs</p> <p>Clerk</p>
<p>GB17</p>	<p>To deal with any matters agreed for consideration under item 5</p> <p>JaWh asked about training she can undertake remotely as she had planned to go on chairing the GB training this academic year. Clerk to investigate</p>	
<p>GB18</p>	<p>How has this meeting impacted on the welfare and progress of our pupils?</p> <p>Governors have understood the strategic working which will be taking place from September. Governors have heard about the impact of the pandemic on children's progress to date.</p>	
<p>GB19</p>	<p>Date and time of the next meeting</p> <p>In light of the unknown nature of meetings going forward, the date of the first meeting of the 2020/21 academic year was agreed.</p>	

Tuesday 29 September at 6pm. Assumed to be a virtual meeting unless guidance changes significantly.

All other meetings will be decided at that time.

CLOSE

There being no further business, the Chair declared the meeting closed at 7.10pm.

..... [REDACTED] (Chair)