

6.	<p>Headteacher's Report JP's report had been circulated. Attendance figures discussed. MDSA – interviewing next week. Discussed staffing. JP to thank staff for covering classes during WC/JP's absence. All staff have helped in a very challenging situation. Noted that staff absence has affected the supply budget over the last 2 weeks.</p>	JP
7.	<p>Curriculum – update JP's rationale for the changes to the school curriculum had been circulated. JP/WC/KD meeting next week. JP to ensure that this does not generate more workload for staff. Governors agreed that this was a sensible plan.</p>	
8.	<p>School Development Plan – Review of Progress Colour coded in Headteacher's report. WC/JP went through document recently. Shows our objectives up to this point and that we are on track to achieve which is a credit to all of the staff and governors. JP is proud of how far we have come as a school. Question - what impact can we see from this? Internal monitoring is happening with monitoring cycle. Discussed pupil survey. All staff have signed up to a wellbeing charter. This should hopefully have had a positive impact on their wellbeing. Planned a careers week, will invite a different variety of people in to discuss their careers. Subject leadership is in a positive place, taking ownership for the subjects they lead. CTG - recovery from pandemic, there has been a real effort to ensure we are filling the gaps. This will be an ongoing area. Core Values section - a real strength as adopted well with vision and embedded by all staff. Pupils' attitudes remain positive and are happy to attend school.</p>	
9.	<p>Governing Body</p> <ul style="list-style-type: none"> • Governing Body – Standing Orders (attached) Paula Baker not included on F&R. ARC to be added as Chair of C&S. • Governance Review – Action plan progress, including Governor Training (attached) Governors have completed courses. JP interim review, look at targets to see progress has been made. <p>Action points for each training course. AC to add, defer to next meeting. Made good progress. Alan Brown completed external review. Action plan on website. AC has started to complete sections but felt all governors needed input. 1. Self-evaluation & SDP - discuss at governors meetings. H/T Report - all happy? Yes, all governors happy. Template handed out at training session if necessary. All happy with current format. Policy review process - Alan Brown said we need to review policies every year. Due to the volume of policies, agreed to continue with bi-annual for some of policies. Policies have been highlighted to show changes. Legislation up to date policies refer to. Need to ensure policies are compliant - this is done through governor monitoring. When doing monitoring, should we confirm which policies it refers to? Need to add to guidance. Chair and clerk to ensure confidential items removed for website. Governors complete form to review website. NS has completed and will do annually in November, SV is GDPR lead. EM to add to review. Medium term tasks - gather evidence of how views</p>	<p>EM</p> <p>JP</p> <p>AC</p> <p>AC</p>

	<p>collected from parents, pupils and staff. Surveys are annual. Staff wellbeing survey carried out, pupil survey carried out. Parent survey carried out annually. Pupil wellbeing survey carried out. School Council have done a mental wellbeing survey with the children. In evidence box, we do not have what we do with this evidence. JP analyses. Would like a parent discussion group to look at a particular area and ask for parents views. Must be purposeful and pro-active. After survey results have been reviewed, this may give us areas to focus on. Discussed parent survey in detail.</p> <p>WC – PP lead, ARC - lead PP governor. Carry out monitoring and CTG update reports received by governors. WC sent ARC/JP data for PP children this week. Monitoring overview carried out, more information to be forwarded to governors soon.</p> <p>Ensure process to understand objectives for Covid Recovery funds and challenge outcomes - what is process? Plans are given to governors. Question - is this linked to CTG sessions? CTG's are extensive across the school, have moved away from recovery and reverted back to normal practice. Funding has been used towards additional teachers.</p> <p>Scheme of delegation - AC is still working on this, need to match terms of reference of committees against document.</p> <p>Discussed roles of Chair & Vice, to discuss again at next meeting.</p> <ul style="list-style-type: none"> • Ofsted readiness – Q&A – folders – questions? Q&A sheet has been added to documents. JP has added to document, any questions? All governors felt confident they have information to refer to. • Governors’ Committees – feedback reports • Finance & Resources Discussed Chart of Accounts, staffing structure, discussed new entrance gate • Curriculum & Standards Looked at 3 year strategic plan, English and maths and impact. KD gave information. Recapped Bug Club, made some adjustments to how we use this app. Purchased new books. Looked at aspirational targets and vulnerable group analysis. Looked at deep dives in other subjects. WC issued questions for governors to monitor. 	Governors
10.	<p>Parents’ Survey – update</p> <p>Sent updated questions to governors, if happy will try and use Microsoft forms to issue to parents. NS to set up and send to EM to issue to parents. EM to find out if sent from Head/governors and issue letter. To send after half term. JP to send suggested covering letter to NS. Have suggested they could complete the survey with their child. Deadline: 2 weeks.</p>	NS/EM
11.	<p>Budget Review</p> <p>a) Coronavirus catch up premium update and Recovery Premium Funding</p> <p>Phonics training planned which needs to distribute across the whole school. Clear subject leadership in place, TA's appraisal system in place. Thank you to KD/WC for completing. Coronavirus Catch up premium plan not finished, replaced with CTGs. Tutoring programme is taking place by a TA either in morning or afternoon. 11 pupils accessing it, focusing on Y6 at the moment.</p>	
12.	<p>Safeguarding update – whole school training held on 13th January. Three governors attended - CW/PB/AC.</p>	Noted

	<p>Whole school training session on 13.1.22. AC/PB/CW attended, very good training held by Jane Bee.</p> <p>CSE screening tool available from GCC website. JP has completed Domestic Violence Abuse training, will cascade down to staff. Peer-on-peer abuse wording changed from Sept 21. Neglect toolkit assessment will be carried out for 4 pupils to see if they meet the threshold.</p>	
13.	<p>Policies</p> <p>All approved in principle, subject to the following:</p> <p>Accessibility – needs re-formatting into the usual Uplands policies. AC to update and send to EM</p> <p>SEND – no changes. EM to check accuracy of legislation.</p> <p>Safer Recruitment- No changes – EM to check accuracy of legislation.</p> <p>Whole School Risk Assessment – approved by RW</p>	<p>AC</p> <p>EM</p> <p>EM</p>
14.	<p>Date & Time of Next Meetings: Thursday 24th March 2022 at 4:30pm (see schedule on website)</p>	
	<p>Meeting Ended: 18:33</p>	

FULL GOVERNORS' MEETING
HELD VIA ZOOM ON THURSDAY 10th FEBRUARY 2022 AT 4:30PM

Summary of Actions to be taken:

Ref Item	Action Needed	Name	Update/Date Completed
10/02/22 4a. 4b. 4d.	Term dates to be published on school website. EM to action leadership scale adjustments with GCC. PTA to report back to JP regarding the sale of second hand uniform.	EM EM JP	
10/02/22 5.	JP to check teacher information is correct under 'Class Pages' of school website. EM to check all governors have signed document to confirm read and understand KCSiE Sept 21.	JP EM	
10/02/22 6.	JP/WC/KD to meet to discuss curriculum and the direction the school needs to go. JP to thank staff for covering classes during WC/JP's absence.	JP/WC/KD JP	
10/02/22 9.	EM to amend standing orders for publishing on school website. JP to complete interim review on governor training, to look at targets to see progress. AC to add action points for each training course – defer to next meeting. AC to add policies to the monitoring schedule guidance. Scheme of delegation – AC to match terms of reference of committees against document. AC/NS to meet to discuss role of Chair in detail. To be discussed again at next meeting.	EM JP AC AC AC AC/NS Governors	
10/02/22 10.	NS to set up Parent Survey and send to EM to issue.	NS/EM	
10/02/22 13.	AC to update Accessibility policy and send to EM. SEND – EM to check accuracy of legislation. Safer Recruitment – EM to check accuracy of legislation.	AC/EM EM EM	

Matters Arising from Previous Minutes

Ref	Action Needed	Name & Date	Update/Date Completed