

Mullion School
Local Governing Body meeting
Monday 25th January 2021 from 6.00pm
Via Google Meet

1.	<p><u>ATTENDING:</u> Kate Wilson (Chair of Governors) Duncan Ratcliffe (Executive Headteacher) Sam Hill John Eddy Alexi Read</p> <p>In Attendance: J Law - Clerk</p>	
2.	<p><u>APOLOGIES :</u> Louise Jarrett Kerensa Jones</p>	
		<u>ACTION</u>
3.	<p><u>WELCOME AND DECLARATIONS OF PECUNIARY INTERESTS</u></p> <p>Mrs Wilson welcomed and thanked all for their time. No pecuniary interests were declared, other than from staff.</p>	
4.	<p><u>MINUTES FROM THE PREVIOUS MEETING AND MATTERS ARISING</u></p> <p>The minutes from the meeting held on 21st September 2020 were agreed as being accurate and will be signed when possible by the Chair.</p>	
5.	<p><u>FEEDBACK FROM THE TRUST BOARD</u></p> <p>None.</p>	
6.	<p><u>FEEDBACK FROM THE FORUM</u></p> <p>N/A at this time, given the lack of ability by the forum to meet.</p>	
7.	<p><u>NOTIFICATION OF ANY NEWLY APPOINTED GOVERNORS / RESIGNATIONS</u></p> <p>No resignations or newly appointed Governors at this time.</p>	
8.	<p><u>HEADTEACHER'S REPORT</u></p> <p>Mr Ratcliffe's report was circulated with the agenda prior to the meeting. The main points discussed were:</p>	

	<p>Staffing – Resignations from post will result in significant changes though recruitment is postponed until reopening is confirmed and the recovery plan is finalised. This plan will be developed by the Senior Leadership team (SLT).</p> <p>Safeguarding – This is a standing item on the staff meeting agenda. Training was postponed due to the additional demands placed on staff by COVID. Vulnerable children have been contacted and supported by teachers where possible. 20 devices have been lent to support learning to date.</p> <p>The termly safeguarding review was completed by safeguarding lead (DR) and Lucy Wandless (Trust safeguarding lead) before Christmas. The outcome is available in Governor Report folder on Google Drive.</p> <p>Health and safety / Premises – two unplanned fire drills have taken place including one small fire. Evacuations were suitably quick and smoothly conducted.</p> <p>In lockdown the focus has been on children at home to ensure they are learning alongside those in school. There is an inevitable slowing of progress, despite best efforts of staff. Attendance is reduced by 20-25% at the moment, and it is hoped to be able to reopen (subject to Government guidance) after Easter.</p> <p>School Development Plan/Recovery Plan/OFSTED - has been suspended at the present time. A new 3 year recovery plan is being put together by the SLT. The focus will be bridging the attainment gap for all year groups, which will take some time given the prolonged disruption caused by the pandemic. OFSTED have again suspended routine inspections and there is no indication of the backlog or when visits will resume.</p> <p>COVID testing – all staff are being tested (from 24.1) twice weekly. Planning for bubble closures is complete and Mr Ratcliffe wished to record how hard working staff continue to be at this time. Screen free Friday (afternoons) has been implemented to try to give some small degree of work/life balance to staff.</p> <p>Response from parents – Mrs Wilson asked about feedback from parents. This has largely been very positive. A small minority of parents are disgruntled that children are not invited into school at the moment, but consistent handling ensures this is a minor issue. Three children are not turning in work at the moment, which requires following up.</p>	DR
9.	<p><u>SAFEGUARDING GOVERNOR’S REPORT</u></p> <p>KW had discussed with Davina the Single Central Record (SCR). A formal check will be undertaken, not least as it will be an area of interest for OFSTED.</p> <p>Structured questions and their responses will be added to the Drive.</p> <p>DR held a discussion with Donna Bryant, Chief Executive of Trust, mainly focused on the COVID response and the associated risk assessment.</p>	KW DR
10.	<p><u>SELECTED TOPICS FROM STRUCTURED QUESTIONS</u></p>	
	<p>A difficult area to address as present. Communications with parents are regular and consistent, with staff responding appropriately to different levels of support required by individual parents.</p>	
11.	<p><u>FEEDBACK ON GOVERNOR MONITORING VISITS</u></p>	

	No visits planned at the moment due to the overwhelming pressure on staff. SH is keen to learn more about the responsibilities of Governorship. KW will assist him to gain access to the Drive, and JL will provide details of Governor training.	KW/JL
12.	<u>FOCUS ITEMS AND UPDATES</u>	
	All covered in Headteacher's report at item 8.	
13.	<u>IMPACT AND EFFECTIVENESS OF LOCAL GOVERNING BODY SINCE LAST MEETING</u>	
	<p>The impact of the LGB has been boosted significantly by the addition of JE. His input and support have been highly valued in many ways, not least informally, as has the ongoing support from KW. There has been limited ability for positive impact and effectiveness otherwise due to the pandemic.</p> <p>The Governors expressed concern that their Linked Trustee has not been in touch or attended the last two LGB meetings at such a challenging time. The Linked Trustee has a duty to attend at least one meeting a year, so it is assumed he will be present at the next meeting.</p> <p>The impact of Teaching Assistants (TAs) at the present time was discussed and DR agreed that it would be fitting for the LGB to write a thank you to all TAs for the way in which they have changed their hours, increased their responsibilities and for whole-heartedly supporting staff in a way far above and beyond what they are being paid for.</p>	KW
14.	<u>URGENT MATTERS FOR DISCUSSION</u>	
	None at this time.	
15.	<u>MATTERS TO BE RAISED WITH THE TRUST BOARD</u>	
	None were reported at this time.	
16.	<u>DATES OF FUTURE MEETINGS</u>	
	Monday 24 May at 6.00pm was agreed for an LGB meeting in the Summer term.	

Chair's Signature _____ Date _____