



BISHOP PERRIN

Church of England Primary School

<p style="text-align: center;">Full Governing Body Meeting 12th July 2021 held virtually at 6.00pm MINUTES</p>
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Governor Attendees:

Father David Cloake (FrDC)	Chair
Aid Corke (ACo)	Head Teacher
Wahida Alladin (WA)	
Amanda Crinall (ACr)	
Kerry Doggett (KD)	
Lucy James (LJ)	
Father John Kafwanka (FrJK)	
Rachael Macklearn (RM)	Deputy Head, Associate Member
Harsha McArdle (HM)	
Ankur Pruthi (AP)	
Russell Nimmo (RN)	Vice Chair
Alwyn Williams (AW)	

Non-governor attendees

Helen Bott (HB)	Clerk
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Apologies

Satty Panesar (SP)	Associate Member
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	ITEM	ACTION
1.	<p>OPENING PRAYER The meeting opened at 6.04pm with a prayer led by FrDC.</p> <p>WELCOME TO GOVERNORS The Chair welcomed everyone to the meeting.</p> <p>APOLOGIES AND DECLARATIONS OF INTEREST Apologies had been received from SP.</p> <p>There were no declarations of interest.</p>	

2.	<p>GOVERNING BODY ITEMS</p> <ul style="list-style-type: none"> • Minutes & Matters Arising <p>Most actions have been completed, the only actions still need to be completed since the last meeting are as follows:</p> <ul style="list-style-type: none"> • Skill audit to be reviewed at the Strategic Group to be held later this week. • Data Protection Policy - ACo to follow up and send out to Governors by email. • Policies 3yr plan – ACo to finish off and liaise with HB. <p>RN proposed, AW seconded and all Governors agreed that the minutes were a true and accurate record of the meeting held on 26th May 2021. These will be signed off online in Governor Hub.</p> <ul style="list-style-type: none"> • Skills Audit/Gov Training Update <p>The Skills Audit will be reviewed at this Thursday's Strategic meeting.</p> <ul style="list-style-type: none"> • GB Year Planner and Meeting Dates <p>A draft updated list of dates was distributed before the meeting. HB will contact everyone asking for any days /dates that don't work for people for 2022 and then the planner will be updated accordingly. It was agreed that the start time of 6pm would stay the same, even when meeting in person.</p> <p>FGB Meetings 2021: 8th Sept 2021 at the school, 14th Oct 2021 and 9th Dec 2021.</p>	<p>ACo</p> <p>ACo</p> <p>FrDC</p> <p>Strat Grp</p> <p>HB</p>
3.	<p>STATUTORY POLICIES AND TASKS</p> <ul style="list-style-type: none"> • Data Protection Policy <p>The Head reported that he will follow this up by email for approval.</p>	<p>ACo</p>
4.	<p>GOVERNOR VISIT REPORTS</p> <p>The Chair reported there were no visit reports at this time. RN explained how he had found it hard to report on the Values & Ethos over the last year. He had attended an online Worship session, which was very good. The Chair reported that he had also had at least 4 classes from the school attend Ss Philip & James Church for Worship. He was very impressed with some of the questions and prayers the children came up with.</p> <p>The Chair explained in September, Governors would be able to carry out face-to-face visits into the school again.</p>	
5.	<p>LEADERSHIP & MANAGEMENT</p> <ul style="list-style-type: none"> • HT Report <p>The Head Teacher's report had been circulated by ACo prior to the meeting. The Head highlighted some areas including; The attendance figures have continued to be very good. The Year 6 residential trip to Broadstone Warren went really well last week and the children had a great time. The Head thanked Jo Sweeney for all her hard work in organising this and other events for the children.</p> <p>Governors thanked the staff for arranging the trip and for The Head for stepping up to go on the residential trip as the First Aider. However it was felt that it is perhaps not the best use of The Head's time, in what was a very busy time for the school. There was discussion around having parents who were DBS and First Aid trained possibly being able to attend in the future.</p> <p>The Head agreed about the First Aider, but explained that</p>	

teachers give up their own time to take the children away and they don't have to do if they don't want to. He said he would have to look into the insurance and confidentiality procedure etc. if we were to let a parent attend in the future.

ACo

Note: KD joined the meeting at 6.20pm

- **Ofsted IDSR**

The IDSR had been circulated by ACo prior to the meeting. The Head explained that an Ofsted inspector would use this document during an inspection. The school is likely to have an inspection soon, as all schools who are Outstanding are to be inspected from September onwards. Bishop Perrin School was last inspected 9 years ago. It is also expected in 2021-22 that all children will have to take part in the statutory assessment again at primary schools, including the SAT's and new times table checks etc..

The Head went onto explain on page 8 of the report, Progress and Attainment that the school needs to aim to be towards Quintile 1

The Chair noted as part of being a Governor your role is to ask questions and keep an eye on the data and note any changes, as an Ofsted inspector may ask you why has certain areas 'slipped' etc..

- **Summer Term SIP report**

The Summer Term SIP report had been circulated by ACo prior to the meeting. The Head informed the Board that the School Improvement Partner, Cathy Clarke will no longer be our SIP, as she has taken on a new role. Our new SIP will be Marie Newman.

The Chair explained the comments in green at the end of each section are there for the Governors to consider, especially if they are related to their link role and to then use when on a link visit.

Governors questioned the results under the End of Year Teacher Assessed Summary for Disadvantaged Pupils. Is it normal for children to be at expected and above standard for reading than in writing?

The Head explained that yes, reading levels are normally higher than writing for most children. This is down to a number of reasons. SPAG and maths are assessed in formal assessment and so results are gained more easily. Writing is only teacher assessed over the course of the year and there are many areas including handwriting, grammar, spelling etc. that are taken into account when assessing.

RM agreed and went onto say that reading for most children is more accessible as well and the school has many interventions with in the school to make sure the children's reading is strong.

Governors went on to ask if the school have noticed if disadvantaged pupils have been negatively affected by the lockdowns?

The Head explained that Data Impact meeting is to take place next week will assess the results that have only just been put together. So far across the board not as many children have gone into the greater depth range as they would normally expect, but all children

	<p>have made progress this year.</p> <p><i>Note: ACr Left the meeting at 6.45pm</i></p>	
6.	<p>FINANCE</p> <ul style="list-style-type: none"> • Minutes of meeting held on 8th July <p>These were not ready for this meeting, so will be brought to our next meeting in September.</p> <ul style="list-style-type: none"> • Approved Budget 2021 – For information only <p>It was noted that the Governors via email had approved the Budget for 2021 and so it was formally ratified at this meeting. FrDC proposed, AW seconded and all were in favour of the approval of the Budget 2021.</p>	
7.	<p>ANY OTHER BUSINESS</p> <p>The Head informed the Board, that even though the national guidelines for COVID change on Monday, the school will carry on as they are until the end of term (5 days) and will not make any changes until September. This includes keeping children in bubbles, start and finish times the same. The Head is to consult the staff regarding the wearing of masks and will encourage parents to do the same when entering the site.</p> <p>All Governors agreed with keeping the guidelines as they are, as it is only 5 days until the end of term and was the sensible decision.</p> <p>The Chair took the opportunity to apologise for changing the dates for this meeting, this was due to not realising his own children finished school a week earlier. He went on to thank The Head, RM and all the staff at the school for all they have had to endure over the last 18 months. They have worked hard to keep the school on track and congratulated them for how professional the staff has been.</p> <p>The Head thanked RM for all her support and all the staff for their support in this very difficult time.</p> <p>The Chair thanked the Governors for their support this year and from September we hope that all Governors will be able to be able to go into school and meet face-to-face.</p>	
8.	<p>CONFIDENTIALITY</p> <p>Governors agreed that there was nothing at tonight’s meeting that should be classed as confidential.</p> <p>NEWSLETTER HIGHLIGHTS</p> <p>There was a Full Governing Board meeting held on Monday 12th July and during the meeting the Governors were delighted to see that the attendance figures for the school are still high.</p> <p>They approved the budget for next year and were pleased to see that the books are balanced and in good order for the next year ahead. Governors also agreed for COVID measures to stay in place at the school for the last 5 days of term from 19th July until the end of term.</p> <p>The Governors were glad to hear about the Year 6 to Broadstone Warren went well and that the children enjoyed it and will have a lovely positive memory to take away with them from their time at Bishop Perrin School. They wish them all the best for the future.</p>	

	<p>The Governors thanked Mr Corke and his team for all they have done this year. They also would like to thank all the children for their continued resilience this last year, and they wish everyone a lovely summer break.</p> <p>The meeting concluded at 7.08pm with prayers led by FrJK</p>	
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Signed:

Date:

Full GB Actions
As of 12th July 2021

Minute	Action	Assigned	Update
12.07.21 2	Data Protection Policy - ACo to follow up and send out to Governors by email.	ACo	
12.07.21 2	Policies 3yr plan – ACo to finish off and liaise with HB.	ACo/HB	
12.07.21 2	Sign off minutes on Gov Hub	FrDC	
12.07.21 2	The Skills Audit to be reviewed by Strategic Grp	Stra Grp	
12.07.21 2	FGB 2021-22 - HB will contact everyone asking for any days /dates that don't work for people for 2022 and then the planner will be updated accordingly.	HB	
12.07.21 5	Look into the insurance and confidentiality procedure etc.. for a parent to attend the school residential trip.	ACo	