

**Minutes of the Teams meeting of St. Giles Governing Body Achievements & Standards
Committee held on Wednesday 20th January 2021 at 6.00 p.m.**

PRESENT: - Ken Morcombe – Committee Chair, Katherine Lewis - Head Teacher, Paul Thirkettle, Caroline Horgan, Sharon Newton, Michael Swadling Beverley Hayllar, Karen Skeets

ALSO PRESENT: - Colin Milsom – Clerk

APOLOGIES: Sue Appleton

1. Apologies and welcome

The chair welcomed the governors to the meeting. The meeting was quorate.

2. Presentation – MLD Case Study

The planned MLD Case Study presentation was deferred to a future meeting.

3. Pecuniary Interests

There were no declarations of pecuniary interest in relation to any of the agenda items.

4. Minutes 11th November 2020

The minutes of the Achievements & Standards Committee meeting held on the 11th November 2020 were agreed as a correct record of the meeting and were signed by the Committee Chair.

5. Matters Arising and referred items

Bespoke Training – The clerk advised that he had requested this from Octavo but the officer managing this had only just returned from leave and had contacted him about another session. He would follow this up with them again.

Swimming – Although swimming had recommenced during the autumn after completion of appropriate risk assessments, this had stopped again.

Covid 19 testing in school – The school was undertaking the lateral flow testing of staff on site twice a week.

Nursery Class documentation – Staff now had an understanding of the information that parents needed to provide in order to access funding and parents were being supported in completion of the process. One new pupil had joined and a second was due to start. In addition it was possible that a Reception age child might also join the nursery but the school was awaiting the decision of a tribunal hearing.

Pupil Premium & Catch Up Funding – The Pupil Premium schedule had been completed and a separate report had been provided to the meeting on the current data analysis based on the base line assessments completed in the autumn and comparisons against expected targets on a subject by subject area for different groups of pupils. While some pupil premium pupils had made more progress than their peers but in some areas that was not the case. Overall SLD pupils had made less than expected progress. Based on this information the school was reviewing the needs of pupils and for the PMLD eligible pupils the school would be using the catch up funding to increase the level of support.

Q. Was this delay in progress as a result of not being in school?

A. Yes this would have been one of the factors but others would be lack of structure and other provision that could not be accessed while pupils were not in school. In the past there was no significant difference so it could be that it was the lack of routine and reinforcement that has caused the drop.

Q. How many PMLD pupils are we referring to who are below and is it statistically significant?

A. They are lower than the SLD pupils overall with some being just below but the relative numbers of pupils in the school means that they are lower that would be regarded as significant.

The committee noted that the school spent more than the funding allocated for pupil premium and that this was being met from the main school funds.

Catch up – The school had identified the pupils who would require additional support and this was planned. With pupils in early years that had been more difficult as the pupils in early years and specifically year 1 did not have targets but the school had looked at their base lines and assessed where they should have been and used the targets in their EHCP's to determine progress and needs.

The school might be able to use Education Endowment funding for training to provide more specific support for pupils.

Q. What will be the time line for this?

A. Once the school has decided on the appropriate levels of support and any required training implementation could be later this term but will be no later than the summer term. It will of course also be dependent on when pupils return to school.

Other areas where there has been a loss of support to date is in communications, physio and sensory support.

Q. How many pupils are currently in school?

A. As of last week there were 39 but the number is expected to increase slightly next week.

Q. Are there many issues with connectivity for home learning?

A. Yes there are and not all relate to lack of suitable internet as other children and members of the family in households also need to use equipment for their learning or work. There are access issues for some families as well as supporting EAL families, and issues with engagement and lack of routines

Q. Will you be using the top up this term?

A. Where pupils are in school this will be possible but hopefully with all or most of the pupils back for the summer the school will be able to use it effectively to re-engage pupils. At the present time there are staffing capacity issues but the school is in constant discussions with Public Health England (PHE) on what is appropriate for the school with regard to pupils needs and staffing in order to minimise risks.

The hope is that pupil numbers can be gradually increased this term but after Easter is more likely with the roll out of the vaccine being key to reducing the possibility of infection and pupils being able to return to school safely.

Remote Learning – The committee had been provided with a draft paper relating to Remote Learning provision which had been updated slightly and the committee discussed the individual sections. This would be provided to parents and the committee was requested to provide feedback on the recommendations and expectations.

It was recognised that Zoom sessions did not work for all pupils because of their specific learning requirements and that in some instances it was the parents who needed to support with the planning of activities.

The head teacher went through the changes to the wording which had been made subsequently.

One of the parent governors commented that iPad use was not particularly appropriate for their child but they had been able to link the zoom session to the smart television through a screen mirror image which made accessing the session easier and maintained engagement.

The timing of the sessions was discussed as 45 minutes might not be appropriate for some pupils and in some instances sessions could be between 10 and 30 minutes depending in individual pupil requirements in order to maintain their engagement. In addition it was noted that some staff members had been accessing other programmes readily available through the television network which helped to maintain a degree of engagement as well as being educational and it was agreed that this would be discussed with staff members to see what other visual support was available.

One member of staff was working with LGFL to see what they could provide to support pupils. It was reported that the CBB channel could be good for some pupils and could also be of use to parents.

It was suggested that some parents would not be as familiar with I.T. and that perhaps the school could prepare a help sheet or guide that could be provided to parents.

As part of the access to remote learning it was suggested that perhaps committee members could log into a remote video session. One parent governor sat through the sessions with their child and would be able to provide monitoring feedback for the committee. A second parent agreed to do the same.

One section dealt with engagement and feedback on the sessions that were being provided which covered pupils engagement with the zoom sessions and engagement with tasks and activities that were set. It was reported that some families were taking photographs of the work pupils had completed and this had been sent to the school.

Q. Where work is posted to families is it getting through given the current problems with deliveries?

A. It is recognised that there have been some problems so where possible some deliveries have been made by the school. During the previous lockdown the school used its minibus to deliver chairs and physio equipment to families but this has not happened so far during this lockdown.

Another point raised at the meeting was the fact that at the present time the school did not have a qualified Makaton trainer which would also be useful for parents.

Beverley Hayllar said that she was a qualified trainer and could run some sessions for parents.

Action

Related to this was the Code of Practice for Staff on the management of Zoom sessions which had also been circulated to the committee. This was agreed by the committee.

6. Feedback on Governor monitoring and Planned Governor monitoring for 2021

The head teacher reported that the case study meetings for MLD pupils took place in the second half of the Autumn term. Baseline information and the EHCPs for two MLD pupils were compared. Their progress, planned outcomes and provision was discussed and their Home Learning packs were shared with Ken Morcombe and Beverley Hayllar. Two further case studies had been booked for the Spring Term with SLD on the 13th January, which was being rescheduled for later in the term as a result of that national lockdown, and PMLD on the 2nd March.

In addition at the Strategy meeting it had been suggested that as part of the monitoring board members could have a log in access to zoom sessions with pupils as mentioned earlier in the meeting and this would be discussed with the teaching staff.

The chair would also be undertaking a further review of the home school provision that was available on the school web site which would be completed in the next couple of weeks.

7. School Development Plan 2020/2021

The annotated document had been circulated and this had been updated with reference to the remote learning

There were still quite a lot of amber and red sections to be completed and this would present a challenge going forward.

There were 3 sections where governor involvement was referred to and these were shared between the committee members. The chair had already looked at the assessment systems, and Beverley Hayllar agreed to take on the section on EYFS. The chair and Peter Denman agreed to look at the third area, "*complete and embed curriculum construction to support teaching and learning across the range of needs*". This would be discussed with the head teacher.

8. School Progress Review

There was nothing to report.

9. Health & Safety from full board

Although there had been a lot of work on health and safety the school committee had not met yet. The matter was deferred to the full board meeting.

10. Link Adviser Report

A date had been fixed for the visit which would be on the 21st March. The report would be discussed at the next appropriate meeting.

11. Safeguarding Update

There was nothing to report. Hazel Earl continued to maintain contact with the families.

12. Curriculum Developments 2020/2021

This had been covered in the earlier discussions.

13. Topics and Presentations for Future Meetings

Aspects of Physical Education . There would be further discussed of possible topics at the next meeting.

14. Policy Review

There were no policies presented for consideration. The school had continued to update the covid annex sections of policies as appropriate.

15. Any Other Business

School Meals – Based on their previous experience the school had been providing vouchers to families given the very specific dietary needs of pupils. Although some pupils were in school the kitchen was not in use at the present time as it was difficult to meet the meal requirements with a variable pupil population and given the access as the hall was being used for covid testing.

Octavo courses – The chair drew committee member’s attention to an upcoming session on effective school visits which would be of use when the school was once again open for visitors.

There was no other business.

16. Date of future meetings

All board meetings would take place at 6.00 p.m. unless otherwise stated and might be virtual meeting.

The agreed dates were as follows:

Summer 2021
Wednesday 12th May

17. Publication of Minutes

As there were no matters of a confidential nature contained in the Minutes it was agreed that the Minutes could be published after they had been agreed by the Chair

The meeting closed at 7.36 p.m.

Date

Chair