



**Non-Confidential Minutes of the Local Governing Body Meeting
held on Thursday 21st January 2021, 5.00 pm by video conference call**

In the Chair:	Mary Clarkson
Present:	Lauren Freedman (LF), Gareth Griffiths (Executive Headteacher), Bryony McCraw (Head of School), Michelle Morgan (MM), Corin Patterson (CP), Omari Stafford-Davies (OSD) and Kathy Turner (Vice Chair).
In attendance:	Ben Hegedus (Head of HR), Judith Geddes (Clerk)
Apologies:	Tehmeena Ajmal, Michelle Francis and Padma Thealla

	Minutes	Action
	Items for Discussion	
	This meeting was held by video conference call following government advice due to the impact of the Covid-19 pandemic.	
1.	Welcome, apologies for absence and declaration of interests Apologies for absence were received and accepted from Tehmeena Ajmal, Michelle Francis and Padma Thealla. The meeting was quorate. Declarations of interest There were no declarations of interest received for any items on the agenda.	
2.	Non-confidential minutes of the previous meeting of 19th November 2020 The non-confidential minutes of the previous meeting of 19th November 2020 were approved.	
3.	Head of School's report (written) The Head of School had circulated a written report to Governors prior to the meeting. The main points highlighted were: - The school roll has increased by 4 children to 24. 14 out of 15 places have been filled in Reception with two expressions of interest for the final place.	



- Year 1/2 has 10 children with 5 remaining places available across the two year groups.
- Overall attendance remains good at 96.3%. One family remains a concern and are due to be supported through an Early Help Assessment.
- No bullying or racist incidents have occurred.
- 2 children (both SEND/SEMH) have accumulated negative behaviour points, due to level 3 behaviours. Support is being sought from an Educational Psychologist but this has been delayed due to the national lockdown.
- Year 2 took their Year 1 phonics screening check in December 2020 (this had been nationally postponed from July 2020 due to the lockdown). The 3 children involved achieved a 100% pass rate. The Head of School thanked Lauren Freedman for all her hard work on this successful outcome.
- In-Year Progress is at or above expected progress in both classes. The Head of School thanked Michelle Morgan for her hard work in this area.
- A significant number of children in both classes are working well below age expected levels. Children with concerns are all currently receiving in school education.
- The Standards and Testing Agency have confirmed that KS1 SATS tests, the phonics screening and Early Years Foundation Stage Profile will not go ahead this summer.
- There have been no positive Covid-19 cases in either staff or children. There has been one case of an adult being involved in the test and trace programme through their work at Bayards Hill. This will result in the school having to close on 26th January to all pupils except for children of NHS front line staff who are required to report to work and are unable to obtain childcare elsewhere.
- The school's current Office Manager resigned in December 2020 with effect from 1 January 2021. A full-time Office Manager has been recruited and will be in post from 1st February 2021.
- Recruitment will begin in February / March 2021 for a new teacher for the school's expanding roll.
- With regard to the national lockdown, the plan for staffing the bubble and contingency plans have been updated. The school remains open to the families of critical workers and vulnerable children. There are 6 critical worker children currently attending and 7 children classed as 'vulnerable'. The school is in the process of reviewing its offer to families and have asked all families to apply for a place based on their need. This is to ensure families are supported fairly and help is offered to those who need it most.
- Feedback from parents regarding online live lessons has been very positive.

The Governors asked how many children do not have access to a laptop or other device?

The Head of School advised that as of this week there are no children in this position. The Head of School continued that the school has lent a kindle to one child and that another family has a laptop that does not have a camera. The Head of School added that Lauren Freedman has created a home learning resource paper pack for children to complete and upload a photo of their work in order to help them focus on their handwriting.



	<p>The Governors agreed that online live lessons involving interaction with teachers and other children is very good for primary age children.</p> <p>The Chair thanked the Head of School for her report and all the staff for their hard work.</p>	
4.	<p>Remote Education Provision Plan</p> <p>The Remote Education Provision Plan had been circulated to Governors for their review prior to the meeting.</p> <p>The Governors approved this policy.</p>	
5.	<p>Feedback from Governors on any completed training undertaken</p> <p>Governors indicated that they had undertaken training on Safeguarding and Prevent.</p> <p>The Chair asked that Governors ensure that completed certificates are sent to the Clerk for Governor's records.</p> <p>ACTION: GOVERNORS</p>	GOVERNORS
6.	<p>Update on policy compliance work</p> <p>The Head of School advised that due to the current national lockdown and focus on providing remote learning and keeping the school open for vulnerable and key workers' children, work on policy compliance is currently on hold.</p>	
7.	<p>School website</p> <p>The Head of School advised that work on updating the school's website is ongoing and that the new Office Manager is currently working with the outgoing Office Manager to hand over this work.</p>	
8.	<p>Future Planning</p> <p>The Head of School advised that a lot of work is being done on the curriculum and the development of the Early Years Foundation Stage (EYFS) outdoor area.</p> <p>The Executive Headteacher added that the school now has access to the Furniture, Fixtures, and Equipment (FF&E) budget and he and the Head of School have begun working on breaking down future costs in order to ensure stable finances as the school grows. Following completion of this work, the school will be in a position to develop the Early Years playground and plan other projects, such as the library and the KS1/KS2 playground.</p>	
9.	<p>Catch-up Funding</p> <p>The Head of School advised that plans are in place for catch-up funding but the school has not received any further information on this to date.</p>	



10.	<p>Statutory and Non-statutory policies update</p> <p>The Executive Headteacher said that he now has a list of which policies are Trust policies and which are School policies which he will review, together with a document to complete.</p>	
11.	<p>Diversity Working party</p> <p>The Head of School commented that it is important to be sure that diversity and inclusion is at the heart of everything the school does. To this end, the Head of School proposed to create a Diversity Working party of Governors to review what the school is doing and be a critical friend.</p> <p>OSD and CP agreed to be members of the Diversity Working party.</p> <p>It was agreed to hold a meeting of the Diversity Working party after the February half-term which the Head of School will organise.</p> <p>ACTION: HEAD OF SCHOOL</p>	HEAD OF SCHOOL
12.	<p>Items to refer to the Trust</p> <p>There were no items to refer to the Trust.</p>	
13.	<p>Any other business</p> <p>The Clerk advised that a provisional date of Thursday 11th February at 4pm had been scheduled for the LADO online safer recruitment training. The Clerk will resend the invitation to all Governors of the Barton Park LGB. The Head of HR asked the Clerk to invite Bayards Hill Governors to this training as well.</p> <p>ACTION: CLERK</p> <p>CP asked whether further websites such as Quizlet and Kahoot had been considered for use by the school? LF replied that the school is currently looking into making use of additional websites.</p> <p>The Chair thanked the staff for all their hard work and the amazing progress being made at the school. The Vice Chair added that the resources provided by the school for remote learning are very impressive and that interaction is very hard to do online but very important.</p> <p>The Head of School also voiced her thanks to the Executive Headteacher and Head of HR for their continued support.</p>	CLERK
14.	<p>Confidential items</p> <p>These are minuted separately.</p>	



BARTON PARK
PRIMARY SCHOOL

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15.	Date of next LGB meeting Date of next meeting: Thursday 11th March 2021 @ 5:00pm. The meeting ended at 5.54pm.	
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