

GRANTA SCHOOL GOVERNING BODY MEETING

THURSDAY 24th March 2022 6.00pm
Via Zoom



MINUTES

Governors: Paul Illott (Chair) (PI), Ruchi Datta (Head Teacher), Jeff Andrews (JA), Lucinda Billington (LB), Jill Broadley (JB), Chris Clarke (CC), Hilary Crooks (HC), (SC), Liz Hunt (LH), Laura Jeffs (LJ), David Jones (DJ), Tony Orgee (TO), Gill Taylor (GT), Ian Wilson (IW).

Associate Members: Linda Alefounder (LAF), Sarah Crouch (SC), Matt Seymour (MS),

Ann Abineri: Camclerk.

The meeting was quorate.

1.	<p>Welcome PI welcomed those present to the meeting. Apologies for absence: all present.</p> <p>Associate Member not required to be present: Jonathan Hirst.</p>	ACTIONS
2.	<p>Governing Body Membership Update Alison Walker resigned on 11th January 2022 and filling vacancies on committees created was discussed.</p> <p>Committee Membership LH to join Curriculum, HR and HTPA. JB to join FPHS and HR GT to join FPHS and Curriculum HC to join Curriculum. LJ Safeguarding Governor and to join Curriculum.</p> <p>Vacancy on Head Teacher Performance Appraisal panel. One GB vacancy (Co-opted). No terms of office coming to an end in summer term.</p>	Clerk to update membership list for website
3.	<p>Declarations of Pecuniary Interest: There were no declarations of interests concerning items on the agenda. No amendments to the Register of Pecuniary Interests were requested.</p>	
4.	<p>Minutes of Full Governing Body meeting Thursday 6th December 2021 Agreed as a true record. Chair to sign on GovernorHub.</p> <p><u>Matters arising</u> Membership changes: completed. Boiler situation: the meeting had discussed PI contacting Jonathan Lewis, Director of Education. PI followed this up with the HT and it was decided that a letter was not appropriate at this time.</p>	

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	<p>A Governor raised the need for the school to be active in ecological issues and that the school's heating should be part of this. The Clerk suggested a working party may be more suitable than an on-going committee. The HT outlined some measures that the school has in place (food waste and recycling, vehicles turning engines off, monitoring of use of matter) and explained that sustainability is on the Curriculum.</p>	<p>PI and the HT to discuss possibility of working party.</p>
5.	<p>Committees All unapproved Minutes had been made available to Governors.</p> <p><u>Curriculum meeting Tues 15th March 2022</u> No questions.</p> <p><u>HR meeting Tuesday 15th March 2022</u> The HT was asked to update on staff absence and she responded that there have been no further Covid positives this week.</p> <p><u>F&GP/HS meeting Monday 21st March 2022</u> TO wished to emphasise that the draft Budget has been created with the best knowledge currently known but we are in very uncertain times. It was confirmed that the proposed Budget and commentary will be shared with all Governors prior to the Budget approval meeting.</p>	<p>Curriculum actions: Sharon Collins presentation and 'Great Expectations' document to be shared with Governors.</p> <p>LAF to circulate proposed budget and commentary</p>
6.	<p>Format of future meetings & Visit Opportunities Proposal for Committee meetings to remain as remote (online) meetings. Proposal for Full Governing body meetings to face to face in school from July meeting onwards. (21st April Budget approval meeting to be online.)</p> <p>A number of Governors expressed support for these proposals.</p> <p>Away Day: possibly July in future.</p> <p>Visits: these are taking place in school again. The HT stressed that Governors are very welcome to come into school to things like assemblies and School Council or join trips into the community. Governors to email the HT if they are able to come in.</p>	<p>PI to inform Governors of Away Day date after discussion with the HT</p>
7.	<p>Head's Report The HT gave a brief outline of her report, which has been circulated, and questions were invited. <u>Attendance:</u> 91.7% which is above the 90% that school aims for. A Governor asked about a post 16 student who has chosen not to attend school. The HT outlined the options that have been explored for this student. The student remains on roll until a further destination has</p>	

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been settled upon.

Safeguarding

No questions.

Behaviour

The HT outlined how logging levels are used to decide what actions, interventions or referrals are required for individual pupils.

This analysis is shared with Governors. There have been fewer logs this term as pupils have settled in, relationships have developed and strategies are in place. It was noted that behaviour issues are part of some children's individual needs and are managed but not eliminated.

A Governor asked about reported bullying incidents in the report and the HT and SC outlined circumstances and actions taken, which were restorative conversations and meetings with parents of those involved.

A Governor asked how other pupils are affected by repeated level 3 or 4 behavioural issues and the HT explained that many of these pupils are on the well-being curriculum with specific measures, such as one to one support or workstations, to support them without impacting upon the wellbeing of the class.

Outcomes

The HT explained that the latest report from the LA confirmed that 100% of pupils remain in education or training on leaving Granta.

Staffing

This had been discussed in depth at HR Committee.

The HT gave a recruitment and supply update.

In response to **Governor questions** the HT defined the role of Early Years Teachers and Trainee Teachers.

A Governor asked about the impact of the staff well-being programme. The HT explained the questionnaire only closed yesterday so these will be reviewed and actions planned.

Interim measures such as mindfulness colouring have been introduced and staff is feeding back on these.

In response to a **Governor question** the HT explained that staff can access the Headspace app if they wish.

Staff morning swimming and yoga sessions may be made available again (these have not been possible during the Covid period).

The Chair summarised the importance of promoting staff well-being including that of the Senior Leadership Team.

The HT added that work-life balance is also very important and there is awareness of workload although new systems create more work until they are fully in place.

School Development Plan

Staff training The HT explained that this has been difficult this year due to absence – this is therefore rated red on the Plan.

Implantation of ELKLAN (Speech and Language Project) is also rated red as the school was not able to access the training this year but an alternative is in place.

Building local links with the community: deferred as we are not occupying the Hive yet.

Forming relationships with the woodland environment has been commenced.

A Governor commented on the limitations of the RAG rating system,

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	<p>particularly that some matters are on-going. The HT agreed but pointed out that with some matters, it's about putting the process and structuring in place so that staff can work or study confidently.</p>	
8.	<p>Governor training and briefing sessions Covered in next item.</p>	
9.	<p>Governance Impact Review (28th March) PI outlined who is taking part in this review and stressed that it looks at Governance rather than the school. We have created more formal structures for visits, training and monitoring as a result of the initial feedback. Committees in particular are now strong in terms of challenge and scrutiny as evidence in Committee Minutes. PI pointed out that Governor engagement in training and skills has still not been as high as it could be but moving forward training could be allocated and scheduled and Governors could develop areas of expertise. A new Governor commented that the information she has been given has been useful. Another Governor commented that she had discussed induction with Governors from other schools and felt Granta offered a good induction. A Governor asked about specific training for Special Schools. The HT explained that Governance is generic across schools. The Governor asked about understanding subjects at a Special School level and the HT explained that Governors would be looking for evidence of consistent approaches. The HT agreed to share samples of questions that Ofsted might ask. A Governor suggested Governors could also access free online Courses from a number of providers.</p>	<p>HT to circulate questions.</p> <p>Governors to put training links on noticeboard in GovernorHub.</p>
10.	<p>Skills Audit The Chair pointed out that he has still not received all of these and is emailing Governors individually to remind them.</p>	<p>Governors to return skills audits if not done so already</p>
11.	<p>Governors' Things to do List PI has circulated this. Responses from Governors welcomed.</p>	
12.	<p>Pupils Voice Meeting report (18th March 2022) PI and IW met with pupils and found it a valuable experience, noting that it will be better when meetings like this can be carried out face to face. In response to a Governor request, PI will share the prompt questions used in this meeting.</p>	<p>PI to share questions</p>
13.	<p>Safeguarding/LAC Visit (16th March 2022) PI carried this out. He felt that this was a useful meeting and the experience will help the development of a more formal structure for future visits. SC confirmed that points arising from PI's inspection of the Single Central Record have been completed.</p>	
14.	<p>Friends of Granta School (FOGS)</p>	

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	Date confirmed as 9 th July 2022	
15.	<p>School Council LB fed back on School Dinner survey. Most pupils felt that portions are okay and plenty of choice. Reps would like to organise a sponsored bike ride with FOGS.</p>	
16.	<p>Policy Update: No policies outstanding. Governors were reminded that the policy schedule is available on GovernorHub. A Governor had raised a query about the currency of policies on the website and the HT explained this is being addressed. A Governor asked about checking website compliance and the HT said that the Communications Officer checks this but a Governor checking this would be welcomed.</p>	GT offered to check the website.
17.	<p>Any Other Urgent Business DL reported that Cambridge Joint Play Scheme is hoping to run a Play Scheme in the Easter holidays. PI thanked the HT and staff for their ongoing commitment and hard work in the difficult times.</p>	
18.	<p>Date of Next Meeting: Thursday 21st April at 6.00pm (Budget Approval) remote meeting.</p>	

Meeting closed: 8pm.