

	July FGB meeting. Closed.	
7.	Report from Resources Committee – any questions for Resources Chair EM invited questions on the minutes of the 10th November Resources Committee meeting or on any other Resources Committee matters. There were no questions. EM advised the following: - it has been decided to stagger the dates of future Resources and FGB meetings, so that there will be a Resources meeting approximately 2 weeks before each FGB meeting - the Clerk will be circulating a provisional list of all future Resources and FGB meeting dates for the remainder of this academic year	
8.	Headteacher Verbal Report LJ talked through her verbal report, the main points of which are summarised below: - there have been a high number of Covid cases among the staff and children, although today there are only 4 cases, these being among the children - regarding Covid, a letter was sent to the parents asking them to remain alert to any Covid symptoms and to advise them that the school will attempt to minimise any disruptions to classrooms - the risk assessment was updated as a result of the recent Covid cases; the updated risk assessment can be viewed on the school website - the After School Club was closed during last Thursday and Friday and on Monday, so that deep cleaning could be carried out; the Club was re-opened on Tuesday with an earlier finish at 5.15 pm and it is hoped to resume normal opening times as soon as possible - the recent Covid cases have affected all the various school staffing teams, e.g. the cleaning team, the teachers and the LSAs, equally, i.e. the cases were not concentrated in a particular team - she has spoken to the Preschool about employing their cleaners, with a view to alleviating the staff shortages in this area; the Preschool are investigating the situation from their point of view - regarding the Y1 Phonics Practice Screening Data from the Autumn Term, 17% of children passed - the children were retested this week and it is believed that 75% of children could pass the test at the end of this academic year; she is quite pleased with what has been achieved so far and interventions are in place for those at risk - the school has looked at the area just behind the pirate ship, with a view to cornering it off and making it an area for Trailblazers and for use by smaller groups and for outdoor learning activities (including forest provision); the intention is to fence off the area, together with the Preschool unit; the school has received a quote for approximately £6,000 for the fencing and will share the cost of developing the area with the Preschool - she believes that Attendance was approx. 84%; the high impact of the number of Covid cases should be borne in mind and in cases of absence the school office contacts parents that the school has not heard from; the Autumn Term parents' meeting has been held - the LLP visit due on 12th January was cancelled with the visit now scheduled for 22nd March - the 25th February INSET will be held on the topics of Maths and Literacy/SEND, with governors being welcome to join the school on that day - the 27th May INSET will be held on the topic of Safeguarding, delivered by an external tutor, and it would be useful if there was some governor attendance by the governors that are relatively new to the GB - the next PPM (Pupil Progress Meetings) are scheduled as follows: YR Mon 4th April, Y1 Wed 6th April and Y2 Thur 7th April, all starting at 3.00 pm with governors welcome to attend; she will circulate these dates via email ACTION - the School Business Manager attended the H&S webinar yesterday; there was new guidance advising that fire drills should be completed within two and a half minutes - a Fire Drill was carried out today and completed within two and a quarter minutes; ideally she would like to see the completion time reduced to 2 minutes and will brief the staff at the next business meeting; she had chosen the scenario of the drill occurring during PPA, with the LSAs leading the classes or with the children being taught by specialist coaches; it is likely that the next scenario will be different - the new ELSA has started at the school, which has been notified that it is on the waiting list for the ELSA training which will commence on 18th May and will be completed by the end of the academic year Q(EM). Asked, regarding development of the area beyond the pirate ship, whether the PE funding would be used for this development. A. LJ advised that although it is not possible for the school to use the PE funding for the development, if the cost of the development amounts to £6,000 and half	LJ

	of the cost is borne by the Preschool, the balance payable by the school can be funded from the Y budget. Q(EM). Asked if the performance management of support staff has been undertaken. A. LJ confirmed that the performance management of support staff has been completed, with the necessary documentation having been sent to County.	
9.	Discuss Governor Training, including WGBT Agreed that: - the GB will attempt to arrange bespoke WGBT on SEN, ideally using the audit results as the starting point for the training, as the GB had already received the HGS WGBT as a standard package and did not feel that there was any benefit to be gained by undertaking the HGS standard package again - the GB will defer making a definite decision on WGBT in order to see if a topic that would benefit most of the GB comes up LS advised that there is WGBT available on 'Monitoring and Evaluating Safeguarding Culture'; LJ advised that this topic could tie in with the Safeguarding training in May, with GP and JP attending the school Safeguarding training with the staff and then undertaking this WGBT; for the present time, this appears to be the best option among the standard packages available.	
10.	Discuss reports from / review Governor Visits EM advised that the reports that the GB are expecting to see are the Governor Monitoring Day report and also the reports from the play. EM advised that she was happy to produce a set of reports based on her point of view and email them to LS in case LS wanted to add anything to the reports; LS agreed that this was the best way to proceed. ACTION. Q(GP). Asked when the Deputy Headteacher (DHT) will be returning, from the point of view of carrying out a Mental Health Governor Visit. A. LJ advised that she did not know when the DHT will be returning to the school. LJ then advised a couple of items of information as follows: - she had attended one of the first Mental Health meetings, being one of the meetings that the DHT would otherwise have attended; there are also a couple of dates for webinars coming up - next week is Mental Health Week which she is intending to share with the staff Q(GP). Asked if he could attend the Mental Health webinar. A. LJ advised that she will check on this and advise him accordingly. ACTION. LJ also advised that she will forward GP the slides that had been shown at the Mental Health meeting that she had attended. ACTION. EM advised that it had originally been arranged that between the present time and the next Governor Monitoring Day the governors would carry out a visit each. LS advised that she would try to arrange her visits around the HT Performance Panel meetings and a meeting in school to discuss the SFVS Return.	EM LJ LJ
11.	Update Governor Newsletter Agreed that the following items should be included in the next issue of the Governor Newsletter: - mention of the fact that a new governor has joined the GB and that there is another person interested in becoming a governor; also include a short profile of the new governor, and the potential new governor if they join the GB, who will both provide EM with their profiles ACTION - a reminder about the Covid policy - mention of the fact that in spite of the high level of absence last week, the school stayed open without closing any class or year groups, thereby providing all the children with a high level of education Also agreed that EM will circulate a draft version of the Newsletter among the GB members for their comments before arranging for the next edition of the Newsletter to be published ACTION	JP & potential new governor EM
12.	Monitor any parental complaints None.	
13.	Review and update Governor Action Plan The governors advised that they had updated their actions in the Plan. GP advised a couple of points as follows: he had updated the Plan based on the results of decisions communicated to him by the Clerk and on 3 further updates from the Governor Newsletter	

	there was one action with no comments entered against it, the action having originally been sourced from a question in the Governor Newsletter which reads as follows 'Is the school's complaints procedure up to date? All boards to check that their school complaints procedure is up to date with the Department for Education or the Education in Schools Funding Agency' LJ advised that the school complaints procedure is up to date. GP advised that he will close the action.	
14.	Discuss GB Membership Q(LS). Asked if the GB had received a nomination from the local councillor for the post of LA Governor. A. EM advised that she had been unable to make any progress with the nomination and will seek to progress the matter with the council; she also advised that she may be able to ask the new vicar whether either he or a member of the congregation would like to be a governor. LS advised that she will liaise with JP regarding arranging for JP's new governor induction training to be booked with Governor Services. ACTION.	LS
15.	Agree decision regarding LA Clerking Service (i.e. whether to continue or not) and also (if continuing) agree Contracted Hours as documented in the Clerking Hours Requirements Form Agreed that: The GB will continue with the LA Clerking Service with the Contracted Hours as documented in the Clerking Hours Requirements Form.	
16.	Agree decision regarding whether or not to continue the subscription to the HGS (Hampshire Governor Services) AST (Advice, Support and Training) package; if not continuing, Clerk to inform HGS by 18th February Agreed that: The GB will continue with the HGS AST package.	
17.	Premises Update There was nothing new to report.	
18.	Discuss any arrangements that need to be made to prepare the SFVS Questionnaire responses for approval at the 31st March FGB meeting Agreed that LS, and possibly GP, will: - go into school to conduct a review of the financial processes and make any necessary amendments to the SFVS document, and - circulate the SFVS document via email so that the GB can agree the document in preparation for submission by 31st March ACTION	LS/GP
19.	Correspondence None.	
20.	Any Other Business None.	
21.	Date of next FGB meeting Scheduled for Thursday 31st March 2022 at 7.00 pm.	

The meeting closed at 7.50 pm.

These minutes are accepted as a true and accurate record of the meeting.

Signed _____ Chair Date _____