

LANGHAM VILLAGE SCHOOL

School Vision: A place for fun, creativity, friendship, ambition, and discovery.

MINUTES of the Full Governing Board virtual meeting held on Thursday 18th March 2021 at 5.30pm.

Governors:

Denise Markham Wroe (Chair)
Maggie Broad (MB)
Harriet Clark (HC)

Polly Kossowicz (Head)
Jo Green (JG)
Sarah Baldry (SB)

Tom Dye (TD)
Chris Carroll (CC)
Kate Jackson (KJ)

In attendance:

Kate Arnold (Clerk)

Governor comments in Bold Italics. Agreement in Blue. Actions in Red

NO	ITEM	ACTION
1.	Welcome and Apologies 1.1 No other apologies received. All governors present.	
2.	Declaration of Business Interests relating to agenda 2.1 Pertinent to this agenda – None.	
3.	Minutes of the previous meeting 3.1 <i>The minutes were agreed as a true and accurate record of the meeting held on 4th February 2021. Minutes signed by Chair via electronic signature following the meeting.</i>	
4.	Matters arising 4.1 The following items were discussed: <ul style="list-style-type: none">Letters of thanks have been sent by Chair for recent donations.Monitoring requirements have been discussed at next Committee A, who will continue to discuss in greater detail. 4.2 The following items require further action: <ul style="list-style-type: none">Festival of Sport at Holkham takes place in the Summer. HC to contact to see if there is a way to obtain free tickets to attend.	HC
5	Governance 5.1 Membership of governing body - No current vacancies. 5.2 Governor Training Update <ul style="list-style-type: none">Headteacher performance management, whole school SEND conference, and governor briefing attended by MB.Pupil Premium (PP) and introduction to governance completed by CC.KJ to complete introduction to governance course. 5.3 Governor Monitoring Update <ul style="list-style-type: none">H&S monitoring completed by TD.	KJ

6	<p>Committee A Report (T&L)</p> <p>6.1 Minutes circulated prior to the meeting.</p> <p>6.2 Policies reviewed: Inclusion, marking, offsite visits, preventing radicalisation, PHSE and SEND.</p> <p>6.3 Induction of new Amber class teacher is going well.</p> <p>6.4 Accelerated reader programme reviewed in depth.</p>	
7	<p>Committee B Report (Finance and Premises)</p> <p>7.1 Minutes circulated prior to the meeting.</p> <p>7.2 Remedial actions following tree survey ongoing.</p> <p>7.3 Policies reviewed: GDPR, Mobile phone usage and guidance on cameras.</p> <p>7.4 Themed audits discussed, and actions identified.</p> <p>7.5 Finance: There is a healthy surplus. SFVS approved. Sports Premium funding to be rolled over into next year.</p> <p>7.6 Coral extension discussed at this and follow-up meeting. Temporary structure approved.</p>	
8	<p>Headteacher's Report</p> <p>8.1 Circulated on GovernorHub prior to the meeting.</p> <p>8.2 Pupil number updates – new pupil starting in Y4 after Easter and one has already started in Y1. 4 pupils in Y5 are leaving at the end of this academic year, plus one in Y4. At Committee A you advised two were potentially leaving Y2. Has this been confirmed? Not yet. Is a Y1 leaving? Yes, but numbers remain stable due to new start.</p> <p>8.3 19 first choice place for reception means not all will be admitted.</p> <p>8.4 Has the new teacher settled in? Yes, they have settled very well. Staff and children have responded well to her. Transition with reception children has started so they should settle well when move up next year.</p> <p>8.5 After school clubs are restarting in the summer term.</p> <p>8.6 New budget circulated prior to the meeting shows a healthy surplus in Y1, overspend in Y2, and small deficit in Y3. No extra SEN funding is included within the budget. We are support staff heavy and have been able to keep them all despite losing two EHCP children as we still have other SEN. With the children allocated an EHCP you can equate the money received with the care they receive. For PP or LAC children, how easy is it to show the benefit they receive? It is shown as a percentage, dependant on the level they are being used, of the salary for the TA supporting those children. To obtain extra money for children we need to prove that £6k has been spent on them which means we can apply for extra money from the SEN pot. We have carried over £12k of sports premium money? That is allowable and some will be</p>	

	<p>spent in the Summer term. <i>Is the VNET subscription included?</i> Yes. <i>Do we buy into the LA performance management as VNET offer a good package which includes training and external advisor to write the report for £400?</i> The school have not bought into the LA provided package. Head to look into the VNET performance management package. <i>Is funding for the library included?</i> Yes, along with £2,000 on reading books.</p> <p>Budget approval proposed by Chair, unanimously agreed by governors.</p>	Head
9	<p>Safeguarding Governor Update</p> <p>9.1 CC and KF to contact office to arrange DBS.</p>	CC/KF
10	<p>Health, Safety and Environment Update</p> <p>10.1 Risk assessment has been redone for reopening. <i>Has everything been ok since the return?</i> Yes. <i>Are the isolated children back?</i> They return on Monday.</p>	
11	<p>Staff wellbeing</p> <p>11.1 Everyone seems happy to be back, several staff have had their first vaccination which will reduce the risk of absence. Teachers have worked hard to welcome the children back in both emotionally and in regard to the work. Activities planned to encourage teamwork are proving useful as children seem shakier following this lockdown than the previous one.</p>	
12	<p>Building Works</p> <p>12.1 Pavilion work to proceed and will hopefully happen within the Easter holidays but, if not, we can work around it being during term time. Mr Baker, MP, has been supportive and provided names in county to contact for support to replace existing Coral classroom. <i>Is that for potential funding from county?</i> Yes. We looked at options following the Committee B meeting and sought the MP's endorsement. Approach regarding funding to be considered at next Committee B.</p>	
13	<p>Fundraising Update</p> <p>13.1 The summer fair should be able to go ahead. <i>It will be good to do some fundraising and have a social event. There are a lot of parents who will not have been at an event at the school so need to ensure they feel included.</i></p>	
14	<p>Policies</p> <p>14.1 Under review at committee meetings.</p>	
15	<p>Correspondence</p> <p>15.1 None.</p>	
16.	<p>AOB</p> <p>16.1 Confidential Item – refer to separate minutes. Action on Head.</p> <p>16.2 Governors discussed Renaissance reading intervention programme. The has been Independent Research completed regarding the efficiency of intervention programmes in Y7. Head has been in contact with Renaissance who are providing contacts to obtain feedback on the impact of the programme on their schools as investment is significant. <i>Were there some downloadable books we could trial?</i> We want the reading books, plus the quizzing and assessment part. The system was originally designed for boys as it is competitive in nature. Online library runs</p>	Head

	<p>alongside. <i>Would you be able to get independent feedback via VNET?</i> Possibly. <i>Is the idea that reading would be accessed with a weekly quiz?</i> It will depend which stage the child is at. Once reading of a book is completed and quizzed, the system will recommend the next book and help them move through their reading progress. It ensures books are appropriate for the level of the child's reading once they reach free reader. <i>Does it replace the need for staff intervention?</i> No but it does more than an individual can do. <i>Ofsted are still very hot on reading.</i> Renaissance Intervention Programme to be discussed further in Committee A.</p>	
17.	Next meeting: 20 th May 2021 at 5.30pm	

Meeting closed at 6.40pm

<p>These minutes were agreed on _____ (date)</p> <p>Signed _____ Name _____</p>

ACTION LOG

Item	Action	By Who	By When
4.2	Festival of Sport at Holkham takes place in the Summer. HC to contact to see if there is a way to obtain free tickets to attend.	HC	Next meeting
5.2	KJ to complete introduction to governance course.	KJ	Next meeting
8.6	Head to look into the VNET performance management package	Head	Next meeting
9.1	CC and KF to contact office to arrange DBS.	CC/KF	26/3/2021
16.1	Confidential Action.	Head	Next meeting
16.2	Renaissance Intervention Programme to be discussed further in Committee A.	Committee A	Next Committee A meeting