

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 23rd September 2021 at 5.30pm.

Governors:

Denise Markham Wroe (Chair)	Polly Kossowicz (Head)	Tom Dye (TD)
Maggie Broad (MB)	Jo Green (JG)	Chris Carroll (CC)
Harriet Clark (HC)	Sarah Baldry (SB)	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 apologies received. All governors present.	
2.	Declaration of Business Interests relating to agenda 2.1 Pertinent to this agenda – None.	
3.	Election of Chair/Vice-Chair 3.1 Denise Markham Wroe agreed to remain as Chair in the interim but is leaving the governing board at Christmas. Options discussed. All to consider whether they would be willing to take on the roll of Chair or co-Chair.	All
4.	Minutes of the previous meeting 4.1 The minutes were agreed as a true and accurate record of the meeting held on 15th July 2021. Minutes signed by Chair via electronic signature following the meeting.	
5	Matters arising 5.1 The following items were discussed: None. 5.2 The following items require further action: <ul style="list-style-type: none"> • CC advised that he is DBS checked but will contact school office to arrange DBS check specific to Langham. • Subject leaders to be shared at next meeting and governor leads assigned following Committee A meeting 	CC All
6	Governance 6.1 Membership of governing body – Current constitution is restricted to eight governors, three of whom are co-opted, meaning one member of the board is limited as an associate governor. Constitution to be reviewed with an aim to increase number of co-opted governors. Clerk to circulate options for governor agreement. Previous governor has expressed an interest in re-joining the governing board and Head will discuss this with him. 6.2 Governors agreed to adopt the NGA Code of Conduct. 6.3 Governors to update declarations of Interest and confirm read Keeping Children Safe in Education on GovernorHub. 6.4 Governor Training Update – None. Governors encouraged to attend NGA conference via zoom on 9 th September.	Head All

	<p>6.5 Governor Monitoring Update</p> <p>Roles confirmed:</p> <ul style="list-style-type: none"> • H&S – TD • SEN – SB • SP – HC • SP – CC • Safeguarding – MB • GDPR – Chair. <i>Is external DPO still being used?</i> Yes, and they have recently completed audit. 	
7	<p>Committee A Report (T&L)</p> <p>7.1 No meeting held yet this term. <i>Next meeting: Thursday 21st October 2021 at 1pm.</i></p>	
8	<p>Committee B Report (Finance and Premises)</p> <p>8.1 Meeting held 16th September.</p> <p>8.2 Minibus purchased and in use.</p> <p>8.3 Governor training required to ensure RAG rating moves from amber to green. Themed audits to be reviewed in governor meetings.</p> <p>8.4 Long term plans for Coral class are ongoing – DMW and CC contacting council to move forward. Improvements to ramp and decking is to happen sooner.</p> <p>8.5 Governors urged to sign up for e-courier to receive latest updates on legislation changes and guidance.</p> <p>8.6 Agreed policies for review in November.</p> <p>8.7 Finances are generally still healthy, and pupil numbers and staffing is good.</p> <p>8.8 Solicitors have contacted Head with questions in relation to an accident several years ago. <i>Are the questions broad? Can KJ and CC help with the response?</i> Agreed.</p>	
9	<p>Headteacher's Report</p> <p>9.1 Report circulated prior to the meeting.</p> <p>9.2 Number on roll has increased from 92 to 95.</p> <p>9.3 Attendance is at 94.6%. <i>Is that low?</i> We should be over 95%.</p> <p>9.4 25m swimming target – Is that quite high/difficult to achieve? Y6 are swimming currently and if any have not hit the target we will continue to take them in January with the Y5's. We have hit 100% in previous years and this cohort are doing really well.</p> <p>9.5 There is an impressive list of after school activities. We are trying to get yoga also.</p> <p>9.6 External provider to come into school to run nurture sessions. To start with we will have 13 pupils taking part but hope to extend in the future. Are the children from different year groups? Yes. When will all year groups have a woodland learning</p>	

	<p>session again? Currently unknown as there is such a curriculum demand. The curriculum demands won't fit with woodland learning? No, that came from the visit from county. There is a big staffing implication so beginning with the nurture sessions. Will parents of the children attending be notified? Yes. There is external provision at the Hawk and Owl Trust who are looking to open up to schools. We used to go every week. Coral is doing woodland learning weekly.</p> <p>9.7 You have provided the percentages of children reaching expected, what is the national average? There isn't any national data to compare against due to COVID. If the figures are not good enough, what happens? It goes on the school improvement and development plan. This year is difficult as no national expectation but none of the figures are below previous averages. Are they the same as they would have been with no COVID? No. Would results be better? It depends on the cohort. With small numbers you need to dig deeper. As governors we look at the data and standards in every Committee A meeting and look in detail at progress on pupil asset. Ofsted are looking less at results and more at progress and we interrogate Head to understand what is being done.</p> <p>9.8 Are we ready for Ofsted? What evidence do we have? They will want to talk to the children. Head is starting meetings next week with the children to talk to a group of three about their either have governors in or on zoom or can record for governors to view. A subject will be chosen each week. Is that with every age group? Yes. To reiterate, parent permission for Ofsted to talk to a child is not required or expected. They will pick a child at random.</p> <p>9.9 Parent survey was positive which is great.</p> <p>9.10 SIDP for this year circulated on GovernorHub prior to the meeting.</p>	
10	<p>Safeguarding Governor Update 10.1 MB advised she is hoping to review the SCC this term. The safeguarding audit indicated everything was up to date.</p>	
11	<p>Health, Safety and Environment Update 11.1 Is there anyway to accelerate the tree work? It should happen at half term and if it doesn't we shall escalate. We do not want to go into winter with any risk. We do not allow the children to play in the bushes at all.</p> <p>11.2 Did we investigate the spike in electricity cost? Yes, it was an issue with a faulty oven.</p> <p>11.3 There is a large environmental summit happening in Glasgow. Are we doing everything we can do? The school are involved in the summit as singing with other schools. School council needs to be relaunched to give environmental things in school a push.</p>	
12	<p>Staff wellbeing 12. Teachers are seeing a range of needs following the lockdowns and are having to work across the key stages due to such a high level of differentiation. It is challenging and will be tough meeting the needs and ensuring the TA's are used appropriately. Teachers are being asked to put things on google classroom for children isolating in addition to teaching all day. It is nice to return to having children and teachers together again and it is good to have a sense of normality. Do you think the negative impact will resolve itself or be caught up on? Eventually it will be resolved. Will it be a particular issue for the current Y6? There is a lot of catching up to do. Socially</p>	

	children have settled back in well whereas a lot of other schools are struggling with this. Will there be provision of extra sessions during holiday times to help the children to catch up more? It is tricky in the holidays as some children will struggle to access learning. The maths learning in place is great as it is one-to-one teaching. We are trying to do interventions and ensure lessons are taught in a wide differentiation. Are you communicating with parents to advise how they can help? SEND Targets are being created and will be sent to those parents next week. We will address the other children's gaps at the next parents evening in Autumn 2.	
13	Building Works Update 13. None.	
14	Fundraising Update 14.1 £1,900 raised at school fete. 14.2 Christmas fair is being arranged for after school on Friday 10 th December. 14.3 Have you had any new recruits into friends? Some joined last term but allowing new parents to settle in first before approaching. There could be some keen parents from the new intake.	
15	Policies 15.1 Reviewed at committee level.	
16.	Correspondence 16.1 None.	
17.	AOB 17.1 None.	
18.	Confidential Item 18.1 None.	
	Dates of upcoming meetings: FGB at 5:30pm: 9 th December (hopefully in school), 10 th February, 24 March, 26 th May and 7 th July. Next Committee A: 20 th September at 1pm. Next Committee B: tbc	

Meeting closed at 6.50pm

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

Action List

Item	Action	By Who	By When
3.1	All to consider whether they would be willing to take on the role of Chair or co-Chair.	All	Next Meeting
5.2	CC advised that he is DBS checked but will contact school office to arrange DBS check specific to Langham.	CC	urgent
5.2	Subject leaders to be shared at next meeting and governor leads assigned following Committee A meeting.	All	Next meeting

6.1	Head to contact previous governor who has expressed an interest in re-joining the governing board to discuss.	Head	Next meeting
6.3	Governors to update declarations of Interest and confirm read Keeping Children Safe in Education on GovernorHub.	All	October half term