

**THE GOVERNING BODY OF MILL LANE PRIMARY SCHOOL**

Minutes of a virtual meeting of the Governing Body held at 5.00 pm via Zoom on Thursday, 11 June 2020.

PRESENT ON LINE

Mrs H Farooq (Chair), Miss C Barlow, Ms J Johnson, Mrs C Jones, Mrs L Kilroy, Ms A Mackie, Ms C Prendergast, Mrs A Wilby.

In Attendance

Angela Hutchinson (Minute Clerk)

163. APOLOGIES FOR ABSENCE, CONSENT AND DECLARATIONS OF INTEREST

There were no apologies for absence and no declarations of interest.

164. NOTIFICATION OF ITEMS TO BE BROUGHT UP UNDER ANY OTHER BUSINESS

One item was notified to be raised under any other business.

165. REPRESENTATION

The following matters of representation were noted:

Appointment

<u>Name</u>	<u>Category</u>	<u>With effect from</u>
Ms Claire Prendergast	Staff	19.5.20

End of Term of Office

<u>Name</u>	<u>Category</u>	<u>With effect from</u>
Mrs Linda Kilroy	Co-opted	19.9.20.

Claire Prendergast was welcomed to her first meeting as Staff Governor.

Mrs Kilroy expressed a willingness to serve for a further term as a Co-opted Governor and this was welcomed by all.

It was agreed that seeking new Co-opted Governors would be difficult in the current circumstances.

RESOLVED: That Mrs L Kilroy be re-appointed as Co-opted Governor at the end of her current term of office.

166. MINUTES OF THE MEETING HELD ON 12 MARCH 2020

RESOLVED: That minutes of the meeting held on 12 March 2020 be approved and signed by the Chair as a correct record (when available at a future date).

167. MATTERS ARISINGSchool Development Plan (Minute 150 refers)

It was clarified that the query regarding ETA appraisals was not related to SEN improvements.

168. HEAD TEACHER'S REPORT AND GOVERNORS' QUESTIONS

Governors confirmed that they had received the Head Teacher's report via email prior to the meeting and had read the contents. Questions had been invited ahead of the meeting.

The Head Teacher gave an overview of life within school during lockdown. Plans were in place and had been widely shared. The welfare and morale of staff was highlighted. On-line communication links had been strengthened and were well used. The health and safety of staff and children continued to be the top priority. The gradual return to re-opening would be well planned and flexible. The school continued to make every effort to keep home-schooled families in touch with school via phone, text or Facebook and Free School Meals were being delivered.

The Chair thanked Mrs Barlow for her informative report which was as comprehensive as possible in the current circumstances.

169. SAFEGUARDING

A significant issue had arisen and a pupil now had a Child Protection Plan in place. There had been a positive response to the measures taken.

The serious illness of an adult member of the school community had impacted the mental health of 4 pupils. The Head Teacher outlined the efforts made by the school to support the children.

Details were given of other vulnerable children who had been taken into school recently. The ongoing pressures on families due to lockdown were discussed.

**Q: How can school and parents manage the safeguarding issues over the Summer break?**

A: We don't know yet. We sometimes find out policy changes from a news bulletin like everyone else. We are concerned about shutting for 6 weeks but we need help to put something in place to enable us to stay open. We need to involve Trade Unions as Support Staff pay is calculated differently to teachers' pay.

**Q: Will support be provided for those not at risk during the Summer holidays? Will you provide learning books, etc?**

A: Again, we don't know. Discussions are ongoing between Trade Unions and Education Leaders regarding Summer Catch Up.

There was discussion around the Government's initiative to help children to catch up during the Summer break with the help of the wider local community. Concerns were raised regarding the safety of children in different settings with adults who had not been DBS vetted. The possibility of a school-based Summer School or Child Care facility was also discussed.

170. TO APPROVE THE SCHOOL BUDGET 2020-21

Governors confirmed that they had received and read the budget papers sent out by email prior to the meeting.

Governors discussed various aspects of the budget and confirmed their concerns regarding lack of funding going forward. The Head Teacher would address the issues in detail in the Autumn Term. There was discussion around the number of children with additional needs, including a number with Education, Health & Care Plans (EHCP) who would attract extra funding. The high number of Pupil Premium children in school was noted.

RESOLVED: That the school budget 2020-21 be approved and submitted to the LA and be signed by the Head Teacher and Chair (at a later date when available).

171. FINANCIAL MANAGEMENT AND MONITORING

An updated financial report had been received by all Governors and no queries were raised.

172. SELF EVALUATION RECORD

There was nothing to report at present.

173. SINGLE CENTRAL RECORD

The Chair confirmed that it was not possible for a Governor to come into school and monitor the Single Central Record at present. This would be done at a later date.

174. BBEST: BATLEY AND BIRSTALL HUB

The Head Teacher confirmed that the local Hub continued to meet via Zoom. Support was available to all schools in the area as required.

175. ATTENDANCE

This item was not applicable at present.

176. PREVENT

There was nothing to report.

177. GOVERNOR TRAINING AND GOVERNOR VISITS

There was nothing to report under this item due to the current lockdown situation.

178. ANY OTHER BUSINESS

Update since Head Teacher's written Report

The school had been open throughout lockdown and closed only for weekends and bank holidays with between 8 and 13 children of key workers or vulnerable children. They had remained open throughout the holidays. The Head Teacher confirmed that staff had been outstanding and were working on a rota system.

All staff who were not shielding or vulnerable were now coming into school. Others were working from home. All national directives and guidelines had been followed and current provision by Year Group was outlined. 30 children were expected to attend from week commencing 15 June 2020. Some difficulties with staffing were outlined but all had been willing and flexible and used 'lots of common sense'. Children were working in bubbles.

Governors were pleased to learn that there had been lots of positive feedback from the local community. The children were happy and enjoying their time in school.

The Chair expressed the appreciation of all Governors for the hard work and commitment of the Head Teacher and her staff and asked that their thanks be passed on to all.

179. DATES OF FUTURE MEETINGS AND POSSIBLE AGENDA ITEMS

This was discussed and it was agreed that a further virtual meeting should be held towards the end of the current term. The Chair and Head Teacher would discuss a suitable date and circulate details to Governors as soon as possible.

ACTION: Minute Clerk to advise Governor Support of short-notice meeting.

180. AGENDA, MINUTES AND RELATED PAPERS – SCHOOL COPY

RESOLVED: That no part of these minutes, agenda or related papers be excluded from the copy to be made available at the school in accordance with the Freedom of Information Act.