



## Minutes of Governing Board (GB) Meeting 44

Held on Tuesday 11<sup>th</sup> May 2021 Virtually (via Teams)

### Present:

Governor Category	Name	Additional Information	End of Term
Ex-officio	Matthew White (MW)	Headteacher	Ex-officio
St Mary's Hampton PCC nominee (7)	Kel (Michele) Razza (KR) Rev. Ben Lovell (BL) Hilary Hart (HH) Andrew Parish (AP) Timothy Stephens (TS)	Vicar, St Mary's Hampton Church; Chair of Governors Chair, Resources Committee	11 March 2022 Ex-officio 1 April 2024 31 March 2022 25 Nov 2024
Parents (2)	Robert Hodges (RH) Benjamin Opoku (BO)	Vice Chair of Governors; Vice Chair, Resources	26 Nov 2021 8 Nov 2024
LDBS	Nick Woods (NW)	Vice Chair, Teaching & Learning Committee	24 Feb 2024
Co-opted (Up to 3)	Paul Adams (PA)		10 July 2023
Staff (1)	Alana Rowlandson (AR)	Year 6 Teacher	22 Nov 2024

**Also attended:** Clare Struthers (CS, Clerk)

Terri Patterson (TP, LDBS HR Adviser)


**Apologies:** Sophie Tait (ST, co-opted governor; end of term 10 July 2023)

**Absent:** Jennifer Walker (JW, co-opted governor; end of term 6 September 2021)

Minute	Discussion & Decisions
492	BL <b>welcomed</b> everyone to the meeting at 7.33 pm and followed with prayer.
493	<b>Apologies for absence:</b> MW said that Lucia Freeman (Deputy Headteacher) was not able to attend the meeting. BL said that prior to the meeting, ST had advised that she would at least be late attending, due to urgent work matters; The board ACCEPTED ST's apologies. JW did not attend the meeting (sincere apologies were provided the following day).
	<b>TRAINING</b>
494	<b>Formal Processes</b> TP gave a presentation on the governor's role in formal processes, such as grievance, disciplinary, capability and pay, the slides of which were saved on Governor Hub for future reference. BL THANKED TP. <i>TP left the meeting at 8.38pm</i>
	<b>GOVERNANCE</b>
495	<b>Declarations of Interest:</b> Governors CONFIRMED there were NONE RELEVANT to the matters for discussion.
496	<b>Previous meeting held on 25<sup>th</sup> March 2021</b> <b>Minutes of the previous meeting</b> <b>Decision:</b> All governors present at the March 2021 meeting AGREED, by a show of hands vote,

	that the minutes were a TRUE and ACCURATE record of that meeting. BL signed the minutes after the meeting.
497	<b>AOB:</b> None raised.
498	<b>School's Finances</b> BL said that the Resources committee meeting was not taking place until the end of this half term and that governors would be advised of the relevant minutes relating to the committee's monitoring of the <a href="#">September 2020 to April 2021 expenditure report</a> when the draft approved minutes were available.
499a	<b>(MA 485i)</b> BL said that an update on the <b>second safeguarding link governor</b> would be given at the next meeting. <b>ACTION BL:</b> second safeguarding link governor – July FGB
499b	<b>Personnel &amp; Pastoral Committee:</b> Governors had been advised that the draft approved minutes of the summer term meeting were available on Governor Hub.
499c	<b>Teaching &amp; Learning Committee</b> <a href="#">In reply to a governor</a> , MW said that the number of EAL students had increased as a result of the school having reassessed students using more rigorous criteria. <a href="#">A governor asked the reason the children had not been registered as EAL previously.</a> MW explained that, despite there being an opportunity for parents to do so when their child started at St Mary's, this had not been declared for some children. MW said that for children now identified as EAL, appropriate support had been put in place.  <a href="#">A governor asked for clarification regarding the minor bruises and cuts occurring at playtime (page 3 spring SIP report).</a> MW said that this was symptomatic of children having not been in a big group for the recent, long lockdown period and said that this was starting to subside.  BL THANKED MW and the whole staff team for the repeated positive SIP reports.  <a href="#">A governor said that much of the focus in the SIP report and the SDP targets was the catch up strategies for identified pupils' academic and emotional needs and asked whether there was a cohort who did not need to catch up and therefore were potentially being overlooked.</a> MW said that while there was an additional focus on COVID catch up for particular groups involved in the intervention programme, the school's usual practices, such as differentiating learning and effective marking and feedback, would continue for all children, and therefore, no children should be overlooked.  <a href="#">A governor asked whether the expected levels of progress had been lowered due to the understanding that a lot of catch up was required.</a> MW said that children were expected to make the same steps of progress, but this aspiration was with the understanding that much in-school learning was lost during the most recent lockdown.
499d	<b>Children with Health Needs who Cannot Attend School</b> <b>Decision:</b> Governors unanimously RATIFIED the Children with Health Needs who cannot Attend School Policy by a show of hands vote.
499e	<b>Uniform Policy Review</b> A governor NOTED that reference should only be to 'royal' blue and that the policy published on the website should not include reference to 'navy' blue. <b>ACTION MW:</b> Update website – remove reference to 'navy' blue

	<p>A governor NOTED that the uniform policy stated ‘flat shoes’ and questioned whether the school should be more specific on the type of shoe for safety in the playground.</p> <p>AR said that the uniform policy of plain navy joggers for PE needed to be reinforced.  <b>ACTION MW:</b> school uniform policy requirements – newsletter – for start of summer 2 term</p> <p>A governor asked whether there had been any feedback from parents on the uniform.  MW said that much of the feedback was concerning children being able to wear their PE kit to school on PE lesson days and the addition of the zip through hoodie to the uniform list; MW said that both changes had been positively received.</p> <p>After brief discussion, governors AGREED both parental feedback on the school’s uniform, including affordability, and a uniform supplier review should take place.  <b>ACTION MW:</b> parent feedback &amp; uniform supplier review – report to autumn FGB</p>
499f	<p><b>COVID Risk Assessment</b></p> <p>MW said that Carsten &amp; Robinson (school’s health and safety adviser) had updated the risk assessment, as after school clubs were in operation since the start of the summer term. MW said that all after school clubs took place outside (except KOOSA) and potentially involved a maximum of two bubbles mixing; MW said that social distancing within the after-school-club group was encouraged.</p> <p>Having reviewed the COVID risk assessment, <b>governors NOTED</b> that the contents continued to be ROBUST and THOROUGH.</p> <p>A governor asked whether the school had made all necessary adjustments in line with the DfE’s latest guidance to schools, for example, regarding domestic day visits and face coverings.  MW said that PGL had provided the risk assessment for the forthcoming Year 6 residential trip for the duration of the stay and the school had measures planned for the travel periods, such as adults wearing a face covering.  <b>ACTION MW:</b> continually review DfE’s latest guidance – ensure appropriate, timely updates to school policies/procedures</p>
500	<p><b>(MA 488e) Mission – Values – Vision – Strategy</b></p> <p>RH said that the working party’s discussions were currently focussed on collating feedback from all stakeholders. RH said that an event involving governors and the senior leadership team would be arranged for mid to late June to build the school vision from the feedback received.  RH said that the working party had set a tight timeline.</p> <p>BL THANKED RH and the members of the working party for their involvement in this important project.</p>
	<i>AR left the meeting at 9.01 pm</i>
	<b>PART 2 CONFIDENTIAL</b>
501	<p><b>CONFIDENTIAL Minute A</b> of the <b>previous meeting</b> held on <b>25<sup>th</sup> March 2021</b>  <i>Update on matter arising recorded in the separate confidential minutes.</i></p>
502	<p><b>CONFIDENTIAL Minute B</b> of the <b>previous meeting</b> held on <b>25<sup>th</sup> March 2021</b>  <i>Record in the separate confidential minutes.</i></p>
503	<p><b>(Resources MA 572d.6) 2021-22 Budget – Staffing Structure Review</b>  <i>Discussion recorded in the separate confidential minutes.</i></p>

504	BL closed the meeting at 9.23pm, thanking governors for attending.
	<p><b>The board formally AGREED these minutes to be a TRUE and ACCURATE record at their next meeting on 15<sup>th</sup> July 2021.</b></p> <p></p> <p>Signed by the Chair .....</p>