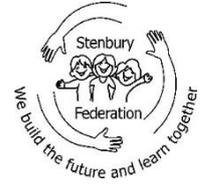


STENBURY FEDERATION

Interim Executive Headteacher: Mr M Snow
Chair of Governors: Mrs D Barker



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MINUTES OF THE STENBURY FEDERATION GOVERNORS MEETING HELD VIRTUALLY ON WEDNESDAY, 28th April 2021 COMMENCING AT 5.30pm.

Present:

Di Barker (DB) Chair – Local Authority Governor
Kate Green (KG) Co-opted Governor
Catriona Travers (CT) Parent Governor
Angela Dexter (AD) Schools Business Manager
Leigh Mannix Clerk

Mark Snow (MS) Interim Exec HT – Godshill/C&R
Neil Jackson (NJ) Vice-Chair - Co-opted Governor
Polly Smith (PS) Staff Governor

Vacancies: One: 2 x Co-opted Governor

Key: Challenge, Support, Ring-Fenced, Decision, Action

Item	Minute	Action	By
1	4	It was agreed to seek advice from Di Hiscock regarding the interview process for new Governors in the first instance. A letter would be sent to acknowledge the application.	DB/Clerk
2	15	CT and MS to meet via zoom to discuss Pupil Premium.	CT/MS

1 Apologies:

LN and NS sent their apologies prior to the meeting.

2 Declaration of Interest:

DB declared that she is also a Governor at Barton Primary School to be a link between the Governing Bodies.

KG declared that she is also a Governor at Wroxall Primary School.

It was agreed that there was nothing on the agenda that would require any of those making declarations to step away from the meeting.

3 Order of Business:

As agenda

4 Governor Applications:

An application had been received from a parent at Chillerton & Rookley (**Appendix A**) DB requested Governors thoughts. The Governing Body currently had no serving members from Chillerton and the two parent Governors positions were already filled, but the body could co-opt the prospective candidate. The candidate has experience in home education, which would give a different perspective in education.

It was felt Governors would need to interview any prospective candidates. Following discussions, it was agreed to hold interviews for interested candidates. Interviews to be held sometime in May or June.

It was agreed to seek advice from Di Hiscock in the first instance. The clerk reported that there had been another enquiry from a prospective candidate and an application form had been sent.

ACTIONS

Accepted

I certify that these minutes are a true and accurate record of the Governing Board Meeting.

Signed..... *Diane Barker* ...Chair/Vice-Chair Date.....28.04.2021.....

NJ reminded Governors that any member of the body should be a critical friend only.

A letter would be sent to acknowledge the application. CT mentioned that Governors all had different skill sets but felt it would be beneficial if prospective Governors had a background in finance. NJ agreed, even with AC in the wings, it would be helpful if someone else had this background.

MS felt it would be good to have Di Hiscock on the interview panel as an independent voice and someone outside of the body. LM to contact Di Hiscock.

5 Minutes of the Previous Meeting:

The minutes from the meeting on 10th March 2021 were circulated ahead of the meeting.

The minutes were proposed by DB seconded by KG with all in agreement.

6 Matters Arising:

1. DB to formally contact AC following his resignation.
2. LM and DB to set a date to meet and discuss the policy schedule.
3. NJ is still in the process of looking at simplifying the spreadsheet but has been tied up with finances and the budget.

7 Consultation Plan Update:

It was reported that the Federation was waiting for the report to come out following the informal consultation stage. The stop the merger group have been furnished with information they requested, and the Federation have continued to be transparent, by the end of May it was hoped to have a response from the LA. DB will update the parents on this. It was felt that more questions would be put towards the Federation.

There had been a formal meeting with Mr Herbert and the minutes of the meeting will be forwarded to Governors and attached to these minutes. Currently any legal questions cannot be answered at this time. Martin Shefford (LA) would be responding to Mr Herbert but may not have any answers until June.

There had only been one application for the Reception class at Chillerton & Rookley for September 2021.

NJ informed Governors that there had also been transparency regarding the finances and had reiterated that no one had been brought in to close the school. NJ was also concerned that MS time was being taken up as MS was being contacted in his own time.

Thanks went to MS.

8 Finance Report:

The budgets are attached to the minutes (*Appendices C, Ci, Cii, Ciii, Civ, Cv, Cvi*)

NJ wanted to commend MS and AD for all the work they had put into the budgets around income and expenditure and the reduction in the deficit for both schools. AD reported that the pandemic had aided Chillerton & Rookley in reducing their deficit.

MS reported that the structure would need to be looked at in the future for both schools. Depending on numbers in each setting there may need to be some difficult conversations around staffing around Christmas time.

If there is a closure some families had requested to come to Godshill already and MS predicted that there may be between 13-18 children, but this is a cautious figure and dependant on any decisions made by the LA.

AD reported that the TA restructure had been completed and she was just waiting for the money back from the LA.

Any questions for AD regarding the budget to be emailed to her.

AD was looking at updating licenses for better deals.

Thanks went to AD for all her hard work.

I certify that these minutes are a true and accurate record of the Governing Board Meeting.

Signed.....  ...Chair/Vice-Chair Date.....28.04.2021.....

9 Head Teachers Update:

MS reported that he had tried to keep to the Ofsted criteria in his report, which is attached (**Appendix D**).

Following the children's return in March there has been an increase in referrals to social care and incidents of children disclosing issues from home. Pupil have generally settled in, but some of the routines of behaviour and expectations for some pupils are having to be re-established.

It had been a challenge, with NT having suffered from long COVID, which had been manageable during lockdown, but is now more of a challenge being a man down on the senior leadership team. Staff are exhausted from a gruelling year and the anxiety about "Catch Up" from outside. Staff have been flat out since last March and MS wanted Governors to be mindful of staff wellbeing. DB stated that Governors were mindful of the wellbeing of the staff across the Federation.

There is pressure from the LA regarding "Catch Up", but this is on hold for the moment as teachers are currently covering breaks and lunches, on top of everything else and this could tip them over the edge.

Year 1 children have missed a year of school and Reception half a year. Speech and Language requires improvement at the moment. Staff want the children to get to where they need to be, but this would not happen within two months. Staff and children need time, but some children needed the metaphorical arm around them.

PS stated that it is different for different staff and yes, they are tired, but I think MS has said it all, and the staff will keep going.

Both schools are desperate to broaden opportunities by starting visits out of school and allowing visitors in, but schools are waiting for further instructions.

KG felt that children were struggling with the level of support during lockdown. It was felt that parents, in some cases, had completed the work for them.

MS felt that Governors needed to complete monitoring visits, especially for English, Maths, and the wider curriculum, if possible before the next meeting as Governors need to show that they know their schools.

PP has risen from 20% to 32%.

NJ asked that parents be made aware and reminded of taking their children out of school for holidays during term time. NJ understood that it can be minefield regarding fines and allowing them to go.

10 School Improvement Plan:

The LLPR would be going to Chillerton & Rookley for a monitoring visit.

MS reported that the SEF is in the process of being formulated. There would be some observation on leadership, working on from last year.

11 Governor Matters:

- a) Nothing to report under this item.
- b) Nothing to report under this item.
- c) Nothing to report under this item.
- d) The Governors webinars are easy to access on the Hub and this is part of the service level agreement. DB wanted Governors to take up as many as they could. This would help with their professional development. Many of them are now in the evenings. The Safeguarding webinar is an evening course, and it would be a good refresher for Governors. If Governors had any problems in accessing them to let DB know. KG mentioned to inform LM if they attend any training.
- e) Nothing to report under this item.
- f) Nothing to report under this item.
- g) Nothing to report under this item.
- h) The vulnerable families in the Federation are getting lots of support from the SEN team and DG is remarkably busy. Families, who need them, are receiving food parcels. Social services are struggling under the pressure now.

12 Policies for Review:

The following policies were presented to the meeting:

Alcohol & Substance Misuse Policy (LA)

Adverse Work Element Policy (LA)

I certify that these minutes are a true and accurate record of the Governing Board Meeting.

Signed.....  ...Chair/Vice-Chair Date.....28.04.2021.....

Educational Visits Policy
Governors Induction Policy
Grievance Policy (LA)
Harassment & Bullying (Free from) (LA)
Recruitment Policy (LA)
Staff Personal Safety Policy

LM requested that the Governors Induction Policy be put on hold as she would like to update and add to it, this was agreed by Governors and it would be ready for the June meeting.

Governors were informed that all the LA policies were the latest versions.

The Harassment & Bullying policy-there was a link added that was out of date.

Staff Personal Safety Policy – staff to use their professional judgement regarding home visits.

PS said that if staff did not feel safe then they would not proceed with the visit, it is down to discretion.

The policies, apart from the Governors Induction, were proposed by DB and passed by Governors.

13 Correspondence:

There was no correspondence to report.

14 Impact of the meeting

DB felt it was noticeably clear how both schools are operating in the report from the MS and that Governors are mindful about the wellbeing of staff. Governors could email LM if they any thoughts on the impact of the meeting.

DB wanted to thank MS and all the Staff on behalf of the Governors for going above and beyond during these difficult times.

15 Any Other Business:

CT and MS to meet via zoom to discuss Pupil Premium.

16 Date of the Next Meetings:

5:30PM Wednesday 16th June 2021

5:30pm Wednesday, 21st July 2021

There being no further business to discuss the meeting closed at 6.50pm.

I certify that these minutes are a true and accurate record of the Governing Board Meeting.

Signed..... *Diane Parker*Chair/Vice-Chair Date.....28.04.2021.....