



Minutes of the
Full Governing Body of St Peter's Anglican/Methodist VC Primary
School

Wednesday 6th May 2020 **VIA SKYPE**

	STATUS	Y/N/A	NAME	STATUS	Y/N/A
Michael Ormond Chair	Parent	Y	Helen Doggart Vice Chair	Foundation	Y
Rhys Buckley	Head	A	Darren Hunt	Co-opted	Y
Robert Barker	Parent	Y	Tiffany Newman	Co-opted	Y
Jonathan Onslow	Parent	Y	Phil Viner	Co-opted	A
Russell McAulay	Parent	A	Anne Tearle	Co-opted	Y
Liz Cannock	Staff	Y	Jeanette Fish	Foundation	N
Bob Benjamin	Foundation	N	Dottie North	Foundation	N

ITEM	TOPIC
1	<ul style="list-style-type: none"> • The meeting was quorate & there were no pecuniary interests. • Apologies: PV, RB & RM • Due to sound difficulties HD was unable to deliver the Prayer. • AOB: Congratulations were expressed to Rhys & his wife on the safe arrival of their baby son.
2	<p>Agree and sign minutes of the meeting on the 11th March 2020</p> <ul style="list-style-type: none"> • The minutes of 11th March were agreed & will be signed when lockdown permits.



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3	Matters arising and actions not covered by the Agenda <ul style="list-style-type: none">• 181119-06 Review Policies – Ongoing – MO to speak to Clare Trayler• 210120-03 Progress re RIP – Ongoing – No progress yet.• 110320-01 Finalise Mission Statement – Ongoing – Needs to be completed & be SIAMs compliant.• 110320-02 Governor Training – Closed – No training possible during the Pandemic.• 110320-03 Meeting re new Governors – Ongoing – No meetings permitted during the Pandemic.• 110320-04 New Safeguarding policy – Ongoing – Amendment to the current policy done. Use of CPOMs is very important during the Pandemic when school is remaining open for vulnerable children and those of key workers – MO to ensure complete.
4	Chair's Report <ul style="list-style-type: none">• The report was circulated beforehand.• These are very unusual times and the school has rightly been focusing on delivering support for pupils at home and for those of key workers & vulnerable pupils who are attending school.• Following the last FGB the Head expressed some frustrations with our Governance and following discussion with Governor Services (who thought our direction is positive) a mentor has now been appointed from a local primary school but due to lockdown it hasn't been possible to meet up yet.• Budget setting also produced some tensions pointing to the fact that there is a need to clarify roles, responsibilities and accountability once we can work more easily in a face to face situation.• The Government advice is for Governing bodies to focus on urgent, time bound decisions and prioritise support to the school leaders and staff to allow them to get on with operational matters.
5	Head's Report <ul style="list-style-type: none">• The report was circulated beforehand• The top priority at present is to manage the Covid-19 situation and safeguarding the children of key workers & vulnerable families.• Following the Government's decision to close schools on Friday 20th March parents were contacted to establish how many would need support from the school. Initially 39 families showed interest but after careful consideration the number of pupils in school since March 23rd are nearer a figure of 17 per day – some in school full time and some part



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	<p>days depending on their parents shifts.</p> <ul style="list-style-type: none">• The staff team have been split in to 3 groups – a group that would work a week in school, one that would be at home but on call should they be needed in school and a group based only at home. The Head and Deputy Head work alternate weeks in school.• Since Monday 23rd March each class teacher has uploaded work each day to Google Classroom for access from home. Hard copies have also been sent home if requested and Chromebook devices have been loaned for the period of the school closure if suitable equipment wasn't available at home, or needed due to the number of siblings in the house. Celebration assemblies are also held each Friday using Zoom, with over 90 families tuning in. Weekly Zoom meetings are also being held for pupils to talk with their teachers and each other.• Free School Meals – Due to the short notice of school closure it wasn't possible to get the necessary vouchers to parents before the Easter break, and so, working with Integra packed lunches were available to all pupils entitled to a FSM either in school or delivered by the Head & Deputy Head at home. Vouchers are now available for the relevant families to use at a range of supermarkets.• Recruitment – 2 Teachers need to be recruited for September - 1 permanent and 1 fixed term. As there are currently 4 teachers on fixed term contracts the recruitment will be done internally via Zoom.• CPOMS continues to be used widely in school as a Safeguarding measure.• Staff monitor Google Classroom each day and if a child doesn't log in or submit work for 2 consecutive days a private message is sent. If no response is received and there is no work on the 3rd day then contact is made with the family by phone offering support.• E safety has been communicated to parents.• The School Safeguarding process has been monitored by the Local Authority and found to be strong and our use of CPOMS highlighted as best practice. Following LA guidance an addendum to our existing safeguarding/CP Policy was produced at the end of March.
6	Budget <ul style="list-style-type: none">• Details of the Budget proposal were circulated ahead of the meeting. Following discussion it was agreed by all Governors and will be submitted.
7	Committee Reports Teaching & Learning – No meeting held. Resources – No report this time, but the minutes of the recent meeting were



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	circulated. Foundation – No meeting held.
8	Correspondence <ul style="list-style-type: none">• None.
9	Confidential <ul style="list-style-type: none">• None.
10	Agenda items for the next meeting <ul style="list-style-type: none">• To be decided nearer the time due to COVID-19• Date of next meeting 16th July 2020 at 6.00pm

Meeting closed at 18.55

REFERENCE	ACTION	GOVERNOR
181119-06	Review Policies	MO/JP
210120-03	Detail showing how actions have been completed to the RIP	RB
110320-01	Meeting to finalise details of the Mission Statement	MO, RB & Foundation Governors
110320-03	Meeting for New Governors	MO
110320-04	New Safeguarding Policy	RB, MO, HD & R.Barker