



Argyle Primary School

FULL GOVERNING BODY MEETING MINUTES

17th September 2020 6pm

Via telecom

ATTENDANCE

Jemima Wade (head teacher) - HT

Mark Chesher (Chair) - MC

Will Young (Vice Chair & Chair of TLPC Committee) – WY

Henry Fraser (Chair PFFPP Committee) - HF

Kareen Baker - KB

Laura Brown - LA

Simin Soleimani Dario –SSD

OTHERS PRESENT

Bernie Mukasa – Deputy Head Teacher (SENCO) - BM

Lena Seed (Camden Support Clerk)

	WELCOME	
	The Chair welcomed everyone to the meeting and noted the meeting was quorate.	
1	APOLOGIES FOR ABSENCE	
	Apologies were received and accepted from Debra Easter and Elena Lonardoni. EL had submitted observations and queries to the Clerk and WY would raise these as the meeting progressed.	
2	DECLARATIONS OF INTEREST	
	Governors were invited to declare business interest against any agenda item. None were declared	
3.	Notification of AOB	
	None	
4.	Amended Constitution and renew co-opted Governor terms	

	<p>Following the resolution to change the Constitution at the EGM on 13th July 2020, a revised Instrument of Government had been issued by the London Borough of Camden effective 17th September 2020.</p> <p>The Constitution was confirmed as follows: 5 co-opted governors 1 staff governor 2 Parent Governors 1 Local Authority governor 1 Head teacher.</p> <p>The Governors confirmed the following Vacancies 1 parent governor 1 x Co-Opted governor.</p> <p>The Governors noted the previously agreed Skills and Committee posts for the 2 vacancies: Parent Governor: Health & Safety Lead, TLPC committee Co-opted Governor: Premises Lead, PPFPP Committee.</p> <p>The Chair noted he had started looking for a Co-opted governor and received applications from a couple of Candidates who would now be interviewed.</p> <p>The Chair confirmed all co-opted governor's terms were automatically renewed with a further 4 year term, as required by the reissued Instrument of Government.</p>	
5.	Staff Governor Election	
	The Chair welcomed Kareen Baker to the board of governors as the newly elected staff governor.	
6.	Parent Governor Election	
	<p>Action: The HT and Clerk to arrange the Parent Governor election.</p>	HT/Clerk
7.	Review Code of Conduct	
	<p>The Governors considered the NGA Code of Conduct and unanimously agreed to adopt.</p> <p>Action: All governors to read and confirm on Governor hub</p>	All governors
8.	KCSIE	
	<p>Governors were invited to confirm on Governor Hub they had read the amended KCSIE. The governors were asked to familiarise themselves with the changes to terminology and also the increased focus on mental health in particular.</p> <p>The governors noted the 2020-21 SIP included a substantive emphasis on mental health.</p>	All governors

	Action: All governors to confirm on Governor hub	
9.	Declaration of interest register 2020/21	
	Governors were invited to confirm their declarations of interest on Governor Hub. Action: All governors to confirm on Governor hub	All governors
10.	Minutes and matters arising from previous meeting	
	FGB 18 th June 2020/ EGM 13 th July 2020 The Governors reviewed the previously circulated minutes. Comments had been invited on Governor hub none had been received. Matters arising FGB 18-6-20 <ul style="list-style-type: none"> Item 6: HT report P8 47 head injuries seemed high – what was the cause? Action: HT to report back. LB confirmed she had led a training session in respect of emotional leadership for all staff Chrome books delayed due supply issues now due to arrive before half term. SSD had done Prevent training Action: SSD to advise date of training to clerk LB confirmed she is a train the trainer for Prevent at her work place. The HT noted Safeguarding training was available on the Key with the School subscription Action: HT to circulate link to governors for Prevent training. The Chair confirmed he had attended a safer recruitment refresher <p>The Chair signed the minutes as true and accurate reflections of the meetings.</p>	HT SSD HT
11.	Head Teachers report	
	ATTENDANCE The governors reviewed the previously circulated Head Teacher’s report and noted that attendance at 96% was excellent. The HT reported that clarification had been received subsequently that Self Isolation was excluded from Absence figures in Camden Borough but not by the DfE. The HT reported that 1 parent had kept their child with medical needs off school with all other children having returned to school. Parents, on the whole, were keen for their children to be at school. Currently 2-3 children were being sent home daily along with any siblings due to high temperatures or coughs. Estimate approx. 30 children absent on any one day. Q: What is the Camden approach to absence in respect of issuing fines? HT Camden not currently fining PUPIL NUMBERS The Governors noted Pupil numbers had fallen, particularly in the nursery.	

	<p>The HT concurred the nursery numbers were down and a decision had been made in July not to employ a nursery teacher on that basis. She recorded that families were now applying for nursery and were being offered places from January on the basis of a minimum of 10 additional children which would make it sustainable to employ a nursery teacher.</p> <p>The HT further confirmed that across the rest of the school 40 children had left. Some had bad attendance and the school had helped those families relocate to a school closer to home. In other cases families had moved back home abroad and conversely there have been only very few international students this year.</p> <p>Q: At what point will we have an idea of the financial impact of the reduced numbers? HT: Confirmed the Bursar was working on the numbers and would report in due course.</p> <p>Q: What proportion of nursery pupils end up going to reception and are these numbers an indication of lower pupil numbers going forward. HT confirmed most nursery children, if not all, joined reception. She noted that due to Covid many parents had not applied for nursery places. She noted that the an increase of nursery numbers by a further 10 by January would be consistent with 1.5 form entry</p> <p>Q: Where did the feedback re Routine priorities for improvement come from? HT the parents had not like the staggered start and end time which had not worked well. This had been addressed with the amended drop offs much improved.</p> <p>Q: Has there been any push back from staff around not wearing masks and what are the levels of anxiety like among the staff? HT: Two member of staff who were shielding previously have permission to use face shields in specific circumstances. A list of pupils out of school and the reason they are out is circulated daily which staff find reassuring, although if there were to be a positive case within the school the HT would anticipate heightened anxiety.</p> <p>Q: is the guidance on a positive case to send the bubble home? HT: if there were to be a positive case, the school would call PHE and follow their instructions.</p> <p>Q: what is the access to tests like? HT: Each school had been issued with 10 testing kits to use for families and staff which have no other way of getting tested. A test had been given out to a family on the first day in collaboration with the social worker. After 21 days the school can apply for a further 10 tests.</p> <p>Action: HT to send Appendix to clerk for circulation to the FGB</p>	HT/Clerk
12.	Analysis of SIP 2019/20	
	<p>The HT noted Wellbeing had been carried forward from the 2019/20 SIP as well as emphasis on maintaining high standards and closing the gap.</p>	

	<p>The action of Parent Communication continued to be a focus with the Parent Forum not being able to continue at this time. The following actions had been scheduled for the autumn term:</p>	
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1. creation of a Parent Communication Policy
2. Homeworking via google classroom
3. Clarity to be issued to parents to continue to email or telephone the school with any questions.

13.	SIP 2020/21	
	<p>Q: At what point will the school be assessing the attainment gap following lockdown? HT: noted the school would be doing its first assessments in the week before half term. She noted the children were writing slowly and clearly out of the habit of school, so the focus continued to be on taking it gently and getting the children back to enjoying their learning.</p> <p>Q: Do you have a general sense of how they are? HT confirmed the school was doing the post Covid 6 week wellbeing programme though the teachers had noted it was quite negative and too focused on worries. It was notable that the children were happy to be back which also included the more vulnerable and SEND children.</p> <p>BM noted the honeymoon period of being back was coming to an end and those children who had had problems with social contact previously had been particularly affected by being at home just with their families for such an extended period.</p> <p>Q: how is the Trauma informed practise being received? DHT replied the training has been effective in reminding staff that there may be many reasons for children’s behaviour. She noted staff were generally more mindful of children’s wellbeing.</p> <p>Two further sessions were coming up which WY would try to attend.</p> <p>Q: Do we know what the reality is of Catch up funding? HT £60 per children plus £6000 for a child who qualified for an additional grant towards one-to-one support. The School was planning to employ 1 full time TA for 1-2-1 am and catch-up interventions pm.</p> <p>Q: What is the physical health of the children post lockdown like? HT: most had not been very active during lockdown. In school they were now provided with 1 active session + 2 x PE lessons per week in addition to Active play times in the playground. The Active lesson would be provided by the teachers in an area of their choosing which may include Jo Wicks/Yoga etc.</p> <p>APPROVAL The Governors unanimously approved the 2020/21 SIP</p>	
14.	Update on RSE	
	<p>The HT summarised that following the approval of the RSE policy by the Governors in March, the policy had been circulated to parents on school re-opening in June. As previously discussed by Governors a letter from ‘Concerned Parents of Argyle’ had been received alleging discrimination and requesting a return to consultation. The letter had also contained a freedom of information request.</p>	

	<p>The School had replied the policy was not discriminatory and the consultation would not be revisited. The Freedom of information request had been fulfilled and all correspondence and presentation materials relating to the consultation were now being forwarded to Camden Legal for review.</p> <p>The letter had been sent by 3 parents with no indication that other parents were concerned about the policy.</p> <p>The HT reported that two parents in year 1 had written to say they would like to withdraw their children from RSE and in the case of one family also RE. In each case the families had been informed they had no right of withdrawal from RSE but the school would share lesson plans and resources and parents would have the right for the child not to see the page referring to 2 mums/2 dads in lesson 11 scheduled for the Spring</p> <p>Family 1 had confirmed they were happy with this arrangement. The DHT was in conversation with Family 2.</p>	
15	Analysis of impact of Pupil premium and sports funding 2019/20	
	<p>The HT reported that implementation of Sports the funding had gone to plan until lockdown. Impact could not be analysed due to the school closure, however, she was pleased to report that 100% of pupils had learned to swim earlier than was usually the case.</p> <p>The Governors discussed the Pupil premium expenditure on a nursery nurse in 2019/20 and the HT reported this had had a strong impact and was included therefore in the general budget rather than pupil premium in 2020/21.</p> <p>2020/21 pupil premium focused on TA's in classes which have the biggest attainment gaps.</p>	
16.	Pupil Premium & sports funding plan 2020/21	
	<p>The governors discussed the Sport Funding Plan for 2020/21 and agreed that a focus on playground resources was the best use of funds due to lack of access to external sports opportunities due to Covid.</p> <p>APPROVAL The governors unanimously approved the 2020/21 Pupil Premium and Sports Funding plans</p>	
17.	Camden School Scorecard	
	<p>The Governors reviewed the Camden Scorecard and noted the red areas.</p> <p>The school was in the 2nd quartile of schools for CPD & training and the governors noted the importance of undertaking regular training and ensuring the training was formally recorded.</p>	

	The Governors reflected on the areas which were red including wellbeing (which relate to the obesity figures) and attendance and noted a plan was in place for those.	
18.	Policies	
	<p>APPROVED</p> <p>The Governors reviewed and approved the following policies</p> <ol style="list-style-type: none"> 1. NQT 2. Safeguarding 3. Argyle Staff Handbook 4. SEND (previously approved by TLPC) 	
19.	SEF	
	The HT invited questions to the SEF. The Vice Chair commented that the document was excellent. There were no questions to the SEF.	
20.	Impact	
	<p>The Governors considered their impact and reflected on their involvement in the School Improvement plan/ arrangements for Covid and getting back to school.</p> <p>The Governors discussed their 5 year vision for the school and reflected on their success in supporting the school in the journey towards achieving an Outstanding rating with Ofsted whilst maintaining staff and student wellbeing and the richness and aspiration of the curriculum (the 'Argyle Adventure') These remained a key focus for the governing body and the school.</p> <p>The governors agreed to meet once Covid restrictions were lifted to crystallise a Vision for the next 5 years and asked the Clerk to table for the spring.</p>	
21.	Confidential items	
	None	
22.	Date of next meetings	
	<p>TLPC 12th November</p> <p>PPFPP 19th November</p> <p>FGB 10th December</p>	

There being no further matters to discuss, the Chair thanked those present for attending and closed the meeting at 19.28

Signed  _____ Date 10 December 2020

Mark Chesher, Chair of Argyle Primary School FGB