

St Mary's C of E Primary School
 Petworth Road, Chiddingfold,
 Godalming,
 Surrey, GU8 4UF



Local Governing Committee Meeting
 27th August 2020 6.00 pm

MINUTES

Advice given by Governors at this school is incidental to their professional expertise and is not given in their professional capacity.

<p>Present: Brett Freeman Sheila Buckley Paul Mercer Rachel Greene Ben Moir Joe McCarthy-Holland Ali Evans</p>	<p>Absent: Miranda Hughes</p> <p>In attendance: Yvette Oqvist</p>
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Item	
1	<p>APOLOGIES FOR ABSENCE AND ACCEPTANCE <i>(statutory)</i></p> <p>a) All governors were present, except for Mirandad Hughes b) The clerk confirmed meeting as quorate.</p>
2	<p>DECLARATION OF INTEREST <i>(Statutory)</i></p> <p>a) No governors updated the Register of Interest Form. b) No governor declared an interests in any specific agenda items at this meeting.</p> <p>Clerk to ensure correct procedures are followed in the recruitment and incorporation of the JW as new Governor</p>
3	<p>CONSTITUTION OF THE GOVERNING BODY <i>(statutory)</i></p>
4	<p>COVID 19 Arrangements</p> <p>The Staff Action Plan, COVID 19 Risk Assessment was circulated in advance for Governors to comment on.</p> <p>SB talked through the school return plans covering:- Staggered start times, bubble groups Playground divided for bubbles Lunch arrangements KS1 in hall and KS2 in classrooms</p> <p>Staggered start for classes with KS2 returning on 4th, KS1 on 7th and Reception on 14th</p> <p>Inset days will focus on:- Tuesday – Covid arrangements, Safeguarding and the updated Behaviour Policy</p> <p>Wednesday – Children’s health and wellbeing and staff wellbeing</p> <p>Teams training has been arranged for all staff to ensure that the plan for homeworking will be in place by the end of September</p> <p>AE discussed the new updated behaviour policy and that childrens wellbeing will be a the fore front of everything as we do not know how the children will have reacted yet to not being at school for so long. The school will use the whole</p>

	<p>school transition unit based on the book “Here we are” by Oliver Jeffers. For Maths White Rose will be used which is also very good for blended learning.</p> <p>Assessments will take place to assess where gaps are with wellbeing the focus. Staff will be briefed to be calm and consistent when dealing with pupils at all times.</p> <p>BF asked what has been put in place for Vulnerable pupils. SB answered that we currently have one new pupil and training has been put in place for inset day so that all staff are aware and a RA will be drawn up.</p> <p>BM asked about Safeguarding – SB answered that there have been no Safeguarding issues over the summer holidays and that all staff will have training on inset day</p> <p>BM also asked how the new starters parents evening would be held. SB answered that it would be outside socially distanced on the amphitheatre weather permitting. All teacher will hold a meet the teacher session via Seesaw in the first two weeks focussing on expectations, behaviour and doing things the St Mary’s way.</p> <p>BF asked if any information had been sent to parents. SB answered that parents had received a full return to work letter outlining the plans today.</p> <p>BF asked about H&S and what plans had been put in place. YO answered that enhanced cleaning rotas were in place and that each class will have PPE and cleaning products for when required. There will be no parents, volunteers allowed on site. PM link Governor for H&S to meet with YO to walk through arrangements in school on Tuesday 1st Sept at 12.15.</p>
5	<p>SDP</p> <p>SB talked briefly through the SDP and this will be discussed in detail at the next meeting. BF asked all Governors to read and prepare questions for the next meeting, particularly in respect to how the SDP related to the strategic direction of the school.</p> <p>The key points are further training for the new Head, Asst Head and new Chair. Middle leaders training to be identified.</p> <p>The challenge will be not to hold any pupils back and ensure that they are engaged and challenged in their learning.</p> <p>Assessments will take place in September based on the previous year.</p> <p>Preparation for SIAMS continues as we do not know yet when this will be and much of what we have done already will count towards evidence.</p> <p>Early Years assessment will be working with nursery teachers to baseline pupils by the beginning of Oct.</p>
	<p>DATE OF NEXT MEETING, FUTURE AGENDA ITEMS AND ACTIONS (Statutory)</p> <p>ACTION: Clerk to confirm date of next meeting as: 22nd September</p> <p>ACTION; Clerk to ensure correct procedures are followed in the recruitment and incorporation of the JW as new Governor</p> <p>ACTION: Governors to read the SDP and prepare any questions as to how the SDP relates to the strategic direction of the school.</p>
	<p>PART II BUSINESS (statutory) See separate minutes.</p>



Signed..... (Chair of Governors) Date.....22.09.2020.....