



St Laurence Governors – Full Governing Body

Minutes of the meeting held at 6.00pm on Wednesday 14th October 2020 via Microsoft Teams

Present:	Ingrid Maher-Roberts Lauren Ash Ian Blagbrough Michael Smith Joanna Abecassis	Trudi Chatfield Sean Cooper Peter Lambert Mark Lee Kieran Kilgallen (Chair)	Fergus Stewart Lindsay Driscoll (Vice-Chair) Tim Lerwill Michael Dooley
Apologies:	Tracie Walsh, Donal Casey		
In Attendance:	Emma Roberts (Clerk)		

ACTION

18/20 Welcome/Apologies

Apologies were received and noted from Tracie Walsh, Donal Casey. The meeting was quorate.

19/20 Register of Pecuniary Interests

None recorded.

20/20 Minutes & Matters Arising

Minutes of 15th July 2020, 9th September and 16th September 2020 were approved as a correct record subject to the following corrections.

9th September 2020

Lindsay Driscoll - Elected Vice Chair

16th September 2020

Correct date

21/20 Matters Arising

Terms of Office – Consider at next meeting

Clerk

Estates and Curriculum Working Groups - Bring forward to Strategy Day in March 2021

22/20 Report of the Headteacher

The Head referred to his report (circulated before the meeting), noting that the COVID situation had changed again as a result of a further student having a positive test result. This had required a further isolation of another member of staff. Another student had received a positive test but was asymptomatic, and Governors noted the in discussion with Public Health England it was agreed that the original self isolation period for the whole of Year 9 students stood.

C The Head advised that it was necessary to plan on a day by day basis. In response to a question, the Head confirmed that the situation at St Laurence was comparable with other schools in the areas. It was noted that cases were mounting in Wiltshire and the South West and it was necessary for the school to plan within this context.

C In response to a query from a Governor, the Head confirmed that there were no students currently working from whom who did not have IT equipment. Teachers were reporting full attendance in remote lessons. IT equipment had been made available to any students without the required IT.

There had been some difficult behaviour in relation to video conferencing lessons for but this had since improved.

C A governor suggested that this period of self-isolation might have provided a good test for a possible future full lockdown, and the Head confirmed that it had certainly enabled further experience and learning. In the case of a further full lockdown, IT equipment would need to be sent home to teachers homes which might take a day or two extra.

C Governors noted that DC had toured the school in its new 'bubble' arrangement in his role as H&S lead and provided a briefing to share. Governors noted that Public Health England was impressed with the measures the school had put into place. Mask-wearing for teachers was queried by a Governor, but it was confirmed that Public Health England had confirmed that this measure would make no difference to the categorisation of a 'close contact' for tracing measures. Teachers had been advised to remain in the front of the classroom to enable full compliance with the 2 metre safe zone.

C Picking up on the onset of cold weather and the policy of children bringing blankets into classrooms which had been introduced in Germany, it was queried whether any such measures had been considered for students here? The Head confirmed that various options were being planned for, including, as a last resort, removing the requirement for school uniform in favour of warmer clothing.

The Chair questioned whether parents should have advance notice about the need to buy thermals etc. Querying the current public health guidance, it was confirmed that ventilation was still an absolute requirement and despite losing heat out the windows,

C it was necessary to have both heating on to improve the temperatures and windows opened.

Moving on from the COVID situation, Governors heard that there was a small group of students in Year 8 who were presenting with significant behaviour concerns. Noting that St Laurence had been designated as the school to provide education for these children by the local authority; Governors noted that the new Head of Behaviour and Inclusion was working hard to support these children along with other staff. A Governor asked whether the usual procedure for managing discipline was being employed. The Head confirmed that the students had complex needs and the usual responses to behaviour concerns set out in the policy were not having the effect they usually did. Alongside this, having limited space outside the classroom to manage these situations was a complicating factor.

C In response to a question about Drama and practical subjects, it was noted that these subjects were being primarily delivered as classroom based theory lessons, but that there was practical classroom space available for specialist subjects, despite this involving an increased cleaning regime. The Head advised that he was interviewing for a new Head of Drama, and there had been a strong field which is positive.

The Head asked that the Governors prioritise their agreed communication with parents about new Headteacher appointment. The Chair agreed to draft a letter to share with LD in order to circulate this to parents, if possible with a biography provided by the new appointment. **Action.**

Chair/LD

23/20 Admissions Policy 2022/23

C The Chair informed governors that considering the Admissions Policy was part of a formal consultation process, the timetable for which was set out in the report.

The Chair questioned whether, in future, it might be helpful to discuss whether a Music focus could be considered with Wiltshire Music Centre. A Governor felt this move should align with the future achievement of an outperforming Music department. Other options suggested included a 'sports focus'. Asked for his advice, the Head confirmed that any change to PAN had significant budgetary implications and should be part of a strategic plan. Increasing the PAN without this could result in an unsustainable population. Furthermore, it was agreed that it would be more appropriate for the new Headteacher to consider strategic changes on his arrival.

Therefore, it was agreed that the PAN should remain the same for this year and then a strategic plan considered for the next planning year, commencing with a discussion at the Strategy Day.

The Policy was noted, with Governors to receive the policy at its December FGB meeting for final determination. **Action.**

December
FGB

24/20 Pay and Appraisal Policy

The Head presented his report circulated with the agenda, Governors noting that the budgetary implications had already been assumed in the financial planning round and the recommendation was that the 2.75% increase was adopted, as set out in the report.

After discussion, the Chair proposed the adoption of the policy which was seconded by SC. Governors unanimously agreed and therefore accepted the policy.

Moving on to the Appraisal Policy, the Head asked Governors to note that the introduction of the new Policy would not overwrite the decision of Governors relating to the removal of student progress indicators as part of the algorithm in this financial year.

The Chair proposed the adoption of the policy and IMH seconded the recommendation. Governors unanimously agreed and therefore accepted the policy.

25/20 SIAMS update (standing item)

Governors were content that this had considered as part of the Headteacher's Report.

26/20 Committee Reports

Strategy

Governors noted that no meeting had been held this term.

Standards

Governors noted that the meeting held on 28th September had agreed that there would be subject presentations from each subject lead by rotation at future meetings, this was to ensure that voices of the teaching staff were heard at Committee. It was noted that the Head had presented on the implementation of the remote learning plan. The Committee also received an update on the progress of boys versus girls. Finally, the Committee received an update on staff wellbeing and Governors agreed to send thank you cards to staff as a small token of their appreciation.

It had been noted as a post meeting note, that the pressure on staff was currently immense, and therefore the Governor surgeries had been paused to reflect a wish not to add additional work for teachers.

C&E

Governors noted that the plan for the Committee was to receive reports from subject leads to enrich the work of the Committee. The Committee at its meeting on 30th September, had welcomed Dr. Beth Alldred and focused on SEN, Disability Access and Safeguarding.

FFE

C

IB advised that the FFE Committee had met on 30 September. The Committee had reviewed funding, health and safety and other COVID related matters, noting that claims had been submitted to recover the additional expenditure which had been required due to COVID Secure readiness.

27/20 Governing Body Scheme of Delegation

The Chair advised Governors to discuss any required changes to the Scheme of Delegation in Committee. SC asked that Careers could be added as a subject to one of the Committees. LD confirmed that it ought to sit with Standards Committee. **Action.**

Clerk

C

LD advised that the new Governance Handbook guidance strongly recommends that there should be a majority of members over trustees in the Governing Body. The Chair confirmed that there are five members currently who represent the four member organisations and sit along with the Chair of Governors.

It was considered that the Salisbury Diocesan Education Trust and the Lord Fitzmaurice’s Educational Foundation could be invited to nominate a representative that was not a Governor/Trustee in order to enable the best practice set out above.

It was agreed this should be considered outside of the meeting and brought back for decision. **Action.**

Clerk/LL

28/20 Any Other Business

IB asked that all Governors be invited to Standards Committee on Monday 19th October 2020. **Action.**

Clerk

(The meeting ended at 7.00pm.)

Signed..... Date.....
(Chair)