

CRITCHILL SCHOOL – VIRTUAL LOCAL GOVERNING BODY MEETING

Wednesday 27th January 2021 7.00 pm

MINUTES

Present:

Sophie Addison	Headteacher
Claire Hudson	Chair
Elaine Shobbrook	
Helen Piper	
Amy Legge-Hillier	
Kate Frost	

In attendance: Claire Gordon Clerk to Governors

1. Apologies

Apologies sent from Andy Jones.
Non attendee – Gareth Williams, Simon Mills.

2. Membership

The board were updated with 1 current community governor vacancy.

3. Minutes of Previous Meeting

The action points were discussed and all were in hand.
The minutes from meetings held on the 18.11.2020 & 05.01.21 were of a true record, the Chair will sign and send to the clerk.

4. Headteachers Report

The HT invited questions.

Q - Can you explain the RAG rating from the T&L data, why has some been added and some not?

A – It's because we have a certain amount of NQT Teachers and a Teacher who is completing the Straight to teach programme, those teachers have additional lesson observations.

We are hoping to have another round of formal lesson observations during next term.

SIP

Q – Have there been any thought on how the PFSA role will continue? A - It is highly likely that the funding will end in March, this is still up in the air with the LA. We don't have capacity for this role to be just within Critchill there could be scope to share the role with the Park Road Centre.

There are several possibilities, although funding would need to be confirmed it would also depend on whether Park Road stays where it is or moves to Glastonbury.

Quality of Education objective 1

Q – What are your thoughts regarding the careers standard, how has Covid had an effect and how are we delivering careers advice at the moment?

A – When we came to finalise the SIP last year because a huge amount of work had been done in this area Covid didn't have the knock on effect but this year things are slightly different there will be areas that are effected due to Covid, we were very close to achieving 100% in the Gatsby

Signed.....

Dated.....

Benchmarks things we were lacking on was not having an independent careers advisor in place which we now have.

Emma our careers advisor doesn't think we are too far away from achieving 100% on the benchmark.

We know there will be an impact but we do not feel it will be massively significant.

We would have liked to have seen more students in a position to be in supported internships however, employers are hesitant due to the current climate in having additional people within the work place.

Sally is extremely proactive and is pushing things forward in trying to plan for our year 14's.

Q – How long do you anticipate the catch up from Covid is going to take? A – It is very much based on the individual, our system of strengths and needs, PLIM etc will identify any gaps which we will then respond to.

Q – Can children retake a year? A – No we are only funded up to 19 years. We have explored this with the LA previously and was declined.

Q – The staff absence rate is high? A – This is due to long term absence 1 teacher and 2 TA's.

Safeguarding - Nothing to report.

HR - Nothing to report.

Covid19 –

The HT noted the following –

The school remains open to all pupils for full time face to face education

All pupils are actively encouraged to attend

Weekly KIT phone calls are made to touch base with families, offer support, sign post remote learning and suggest transitions/support/alterations to return

The two positive cases since the start of term were not related.

Information regarding our remote learning offer was uploaded to the google folder for governor info, we will also add this to the website, and we have received very positive feedback from families.

LFD testing has moved from once a week to twice weekly.

Q – How long is this taking? A – It's taken us several days to undergo the training required to test others, along with setting up the test room. Testing all staff twice a week will take a considerable amount of hours.

We are no longer able to offer contact serial testing to students, the government have recently retracted this guidance.

Some schools have decided to take the following action and this might be worth us considering also. When a bubble has had to isolate, on the day of their return we delay their start time by an hour, this will allow us to test those staff returning from isolation, if we were to receive any positive results we could send those staff home before mixing with the children.

This is something we feel we could explore with families, governors agreed that this would be sensible.

Signed.....

Dated.....

The HT noted her concerns regarding primary schools who are due to begin testing imminently, a high number of our staff rely on their children having key worker places in primary schools this is likely to have a knock on effect to our staffing.

Andy Jones our community governor, very kindly wrote a letter to our MP regarding special school staff being prioritised to receive the vaccination. The letter has been circulated to governors. We are yet to receive a response.

There has also been discussions with the LA and they have acknowledged those people who work in special schools should be prioritised. There are ongoing discussions regarding this.

Claire circulated a petition earlier this week regarding this, can all governors please sign this, it only takes a few minutes.

The Chair also noted that she had received a message from a member of Critchill staff, praising the efforts of the HT and all staff. Also noting how well the students are managing with the changes and adjustments to their school day.

5. Finance

The SBM noted the following key points.

Anticipated CF surplus in the region of £439 with an in year deficit of £236,000.

Income adjustments include:

- Place and High Needs Top Up funding changes
- Covid Catch up Premium/grants
- Careers bursary
- PFSA funding

Expenditure includes:

- Staff changes
- In house therapist provision circa £24,000
- Covid costs £6090 cleaning/remote learning/staff training offset by Covid catch up premium and donations.
- Allocated funds for landscaping front garden £7K
- Allocated funds for EYFS outdoor space refurb £20K
- New sensory room equipment £3K

Q – Do we include DFCG? A – Yes, an allocation of around £5600 is included in this budget under other conversion costs and not separated out as capital. The Trust are informed when expenditure is made against this fund and they adjust the accounts accordingly.

Q – The 3 in house therapists are they only working within Critchill? A – Yes at the moment only at Critchill, there could be possibility we could work collaboratively in the future.

6. H&S

Governors can find a copy of the H&S questionnaire on the governor drive, this has been submitted.

Signed.....

Dated.....

The SBM is due to meet with a member of the site team from the trust next week.

7. Policies & Procedures

ACTION – Clerk to circulate home/school link policies to governor's over the coming weeks for review.

8. AOB

There was a discussion around respite care for post 19. A parent governor informed the board that a group of parents were looking into this and were hoping to arrange a meeting with other professionals.

Both the Chair and HT shared details of useful contacts to have present at the meeting.

The Chair also requested that when a meeting date had been set that this is shared with the board so members are able to attend.

9. Monitoring

ACTION – Gareth & Kate to forward monitoring report to the clerk ASAP.

ACTION – Claire & Andy to book term 3 monitoring date with Sophie.

10. Governor Training

Claire Hudson's colleague is able to deliver New Governor Induction training, to be arranged for the last 2 weeks in February.

ACTION – Clerk to make contact with those who need to undertake and arrange date, to be booked during the school day.

Training cost £400 to be taken from NLG pot.

11. Dates of future meetings

Meeting dates available on the google drive.

Next meeting date – Tuesday 9th March.

All trust schools will come together prior to our LGB meeting to take part in combined governor training.

Action – Clerk to send out details once received from the trust.

SUMMARY OF ONGOING ACTIONS			
DATE	ACTION	WHO	OPEN/CLOSED
27.01.21	Clerk to circulate home/school link policies to governor's over the coming weeks for review.	CG	OPEN
27.01.21	Gareth & Kate to forward monitoring report to the clerk ASAP	GW/KF	OPEN
27.01.21	Clerk to make contact with those who need to undertake New Gov Induction	CG	OPEN
27.01.21	Claire & Andy to book term 3 monitoring date with Sophie	CH/AJ	OPEN

Signed.....

Dated.....