



**MARWOOD
SCHOOL**

Full Governing Body Meeting

Date	Wednesday 28th April 2021		Time			7.00 pm
Potential Attendees	Initials	Position	End of Term of Office	Finance Comm	T&L Comm	Present (P) Apologies (Ap) Absent (A)
Mr Alun Dobson	HT	Headteacher	N/A	Yes	Yes	P
Dr Deepun Gosrani	DG	Parent Governor	15.05.22	No	Yes	Ap
Mrs Liz Quick	LQ	Co-opted Governor (Chair of Govs)	17.03.23	Yes	Yes	P
Mr Laurence Young	LY	Foundation Governor (Chair of Finance)	09.09.23	Yes	No	P
Mrs Rosy Phillips	RPh	Co-opted Governor	19.11.23	No	Yes	P
Mrs Hannah Burge	HB	Parent Governor	11.05.24	Yes	No	P
Mr Tom Barfield	TB	Foundation Governor (Vice Chair of Govs & Chair of T&L)	22.09.24	No	Yes	Ap
Mrs Alison Cousins	AC	Parent Governor	20.10.24	No	Yes	P
Mrs Rosie Polak	RPo	Staff Governor	20.10.24	No	Yes	P
Mrs Caroline Tucker	CT	LEA Governor	19.01.25	Yes	No	P
Vacancy	-	Parent Governor	-			

MINUTES – Covid Catch Up

1.1 20/21	7.00	Apologies	Apologies were received and sanctioned from DG & TB Meeting is Quorate	
1.2 20/21	7.01	Conflicts of Interest	No conflicts of interest were declared.	
1.3 20/21	7.02	Minutes of last meeting and Matters Arising	<p>Minutes of Covid catch up meeting 24th February 2021 were circulated prior to the meeting and we agreed as a true and accurate record.</p> <ul style="list-style-type: none"> Mark is still looking into the water usage, was discussed at finance meeting – ACTION: AD to give details of the water usage query at the next Finance meeting Governors skills audit – All have now been returned Norse have furloughed one catering assistant. Have now received a small payment from Norse ref Summer term 2020 furlough. ACTION: To fully review catering/furlough payments at the finance meeting. Transition aids ACTION: AD to develop Class tours lead by children, this was completed by class 3 and is now on the website. All parents have been sent a link to view via the school newsletter. 	<p>AD/Fin Comm</p> <p>AD/Fin Comm</p>
General				
1.4 20/21	7.15	Covid Update	<p>Overview</p> <p>AD currently involved in planning and leadership hubs.</p> <p>Staff Lateral Flow Testing</p> <p>Staff testing continues, tests will be running low towards half term so currently trying to get more stock. Staff are currently taking a test on a Sunday and Wednesday evening, any negative tests will be reported to AD. AD reported that some schools across North Devon are running low so may need to offer any stock that we currently have to other schools.</p> <p>Remote learning</p> <p>Class 1 and 2 are on the Contingency plan whilst Class 3 and 4 are nearly ready. This would be via Teams with a member of staff working from home as well as per the bubbles within the classrooms. Staff are currently doubled up at break time as double supervision is</p>	

needed. The school is currently not back to the full curriculum yet, but we are working towards it and there are lots of opportunities available for pupils. COVID-19 secure regulations must be in place.

Devon numbers are climbing but hopefully all the measures that are in place will allow us to cope. Should a problem arise then will need to implement bubble collapse and stay at home for 10 days.

LY asked how long the remote learning will need to continue for? AD – There is currently no clarification on how long this needs to go on for. Schools have been asking for clarification on this subject. Hopefully by the May Governors meeting there will be a road map available for the schools to plan.

Residentials

Some schools had trips booked pre COVID-19 so Insurance Companies will cover this. AD confirmed that there is no residential planned for this term. Ultimate Adventure are currently offering bookings for the Autumn term, staff discussions are taking place on the possibility of booking something for Class 4. There has been a suggestion for a possible summer trip in 2022 for Class 3, these will be day trips.

Ofsted

AD will send the presentation around to all Governors. Ofsted to look at Primary Schools that fit the criteria, either double RI or overdue a visit. This will be unlikely to lead to a change of grade.

Outstanding schools can request a visit, Marwood is planning for Ofsted to visit us in the Autumn term. Should have been Jan/Feb last year. Jo Dymond from Babcock will visit on Monday to discuss with Staff and Pupils what is needed to be prioritised at Marwood.

Ofsted will be able to visit at any time if they become aware of a significant change, this will mostly be on site, but some parts will be virtual. The feedback to Governors will be delivered virtually. More guidance will be sent out soon.

LQ confirmed that there is be training available for Ofsted and what they will expect. Babcock will be running this training on the 30th June. Please let LQ know if you would like to take part in this training. AD mentioned that it would be useful if some of the Governors could take part in the training. **ACTION: Governors to request to partake in Ofsted training on 30th June if available.**

ALL

LQ also asked if there would be any benefit in Jo Dymond having a chat with a Governor as well? **ACTION: AD said he would confirm nearer the time.**

AD

AD confirmed that Ofsted will ask about COVID-19 in an inspection, this should include what the school has done and what the impact has been. They will then look at 2019 data, they will not use anything that has been assessed by Teachers. They will talk to the children and look at books, watch what the children are doing and what the Teachers have planned next.

The Ofsted team is currently changing and there will be a new lead in Devon.

Grant Funding

COVID-19 Catch up funding is still in place; this has not been spent yet.

In regard to funding for next year, we need to make sure that we are

putting the correct processes in place for children that have missed out on learning.

There will be conditions linked to COVID-19 Catch up funding.

There is a concern that there is a possibility that some Year 5 and 6 pupils will not have had the opportunity to do any swimming. LQ questioned whether there will be a plan to return to swimming in the Autumn term? This was due to the fact that the current Year 4 pupils won't have had any swimming lessons either. AD confirmed that swimming schools are just returning, a survey will need to be completed by parents. LY wondered if the option of Stowford has been investigated? LQ confirmed that Stowford swimming clubs had not returned yet.

EYFS

There will be a new framework starting in September which will mean that staff will spend more time with children and less on paperwork.

There will be tweaks needed. The early development in children aged 0-5 which can lead to great preparation for Year 1. This is currently a great emphasis on brushing teeth.

LQ confirmed that there is EYFS training with Babcock, Rosie can send across certificates. Rosie Phillips can provide a snapshot at the next meeting.

New Pupils

Would like to be able to organise 3 transition sessions for new pupils. Prospectuses will be sent out in due course. This may need to be done virtually. It would be nice to be able to have a proper transition, most schools are trying to arrange something similar.

Secondary Schools

Secondary schools have had notifications of the Catch-up fund and will look at pupils that need additional support. Devon school leaders have produced a template to look at where pupils should have been and how they have responded.

SEN Devon

Currently transforming the way that agencies work together. This is to ensure that is not just Education but Health and Social Care too.

Public Health

Public Health are holding seminars for school leaders, currently looking at briefings that may be held face to face.

Devon Schools Leadership Services (SLS)

Devon SLS run a really good helpline and catch-up sessions for teachers. **ACTION: AD to circulate slides from Devon SLS.** AD also confirmed that no one is aware of what the roadmap for schools will be yet. This should be confirmed later. Will need a meeting in June to discuss how this will need to be actioned.

AD

General Governance

1.5 20/21	7.58	Any Other Business	<p>LQ asked if there was anything else that the Governors needed to be aware of?</p> <p>AD gave a quick update around staffing. LQ, CT and AD had met to discuss the Admin Staff. 4 days has been offered to JH, she has also been offered to train to do the Finance element. If this is not something that she would like to undertake then there will be a requirement to keep the SLA with Caen. There is a possibility that the school will require office cover on a Wednesday morning, this could also include the Mealtime assistant duty as well.</p> <p>AD mentioned that he had received a letter confirming that TK the Caretaker has decided to retire. The contract is currently with NORSE and the notice period that has been given is 1 month. AD has always been involved in the recruitment and interviews previously. There maybe someone that lives nearby the school who may be interested in the position. CT asked if the contract should be looked at before the position was advertised. AD confirmed that the contract had already been signed. LY asked if we are still having lunch time cleaning and whether this will be on the roadmap as to how long this cleaning will be required for? AD confirmed we do with a MTA.</p> <p>CT asked how many MTA sessions the school were missing. AD confirmed that there are 4 sessions missing now. LY asked if there was a possibility of adding the MTA sessions to the cleaning position? AD confirmed not really on the current contract.</p> <p>No further questions for AD were raised.</p>	
1.6 20/21	8.00	Date of Next Meeting	<p>LQ questioned whether there was a requirement to book in another meeting to discuss any futures plans once the roadmap had been confirmed? AD would like to meet after half term as numbers are likely to go back up once places start to open again.</p> <ul style="list-style-type: none"> • Covid catch up meeting arranged for Wednesday 9th June at 7pm which was then changed to Wednesday 16th June at 7pm (as government were not releasing information on road map until Monday 14th June 2021). <p>LQ – suggested that it would be nice to get back to face to face meetings again. Perhaps the next meeting could be held in the hall? Decision to be made after the next COVID catch up meeting.</p> <p>The Meeting ended at 20.05pm</p>	