



## Full Governing Body Committee

<b>Meeting Title:</b>	<b>Full Governing Body</b>		
<b>Meeting No:</b>	<b>2020/2021/05 Virtual Meeting</b>		
<b>Date:</b>	<b>Monday 10 May 2021</b>		
<b>Time:</b>	<b>1930 - 2030</b>		
<b>Venue:</b>	<b>Virtual Meeting</b>		
<b>Attendees:</b>	Clare Boyden Liz Doswell Akif Khan Vicky Kollnberger Karen Mackin Nicci Morris Dan Pearman Gordon Rimmer Jonathan Salmon Russell Woodman	Co-Opted Governor Staff Governor Co-Opted Governor Parent Governor Co-Opted Governor  Co-Opted Governor Co-Opted Governor Co-opted Governor Parent Governor	Health & Safety Wellbeing - staff and pupils Chair of Governors & Equality Development Governor Safeguarding & PP Head Teacher Deputy Head  Blended Learning Governor
<b>Invited</b>	Jeannie Brice, Geraint Thomas, and Michael Harris new governors		
<b>Apologies:</b>			
<b>Clerk to Meeting</b>	Pat Arthur		

	The Hillside Governing Body agreed to hold a Full Governing Body meeting via Teams. Governors understand that they would be in an environment that was conducive to confidentiality and private communications.
1	<p><b>Welcome and Apologies</b></p> <p>The Chair welcomed all to the meeting and thanked Governors for understanding the need to delay the meeting due to Resources committee meeting to discuss the budget. The FGB will be truncated due to the need to agree the budget.</p> <p>The Clerk asked Governors if they were willing to have the meeting recorded Governors agreed.</p>
2	<p><b>Declaration and Conflicts of Interest</b></p> <p>There were no conflicts of interest other than those on the Register of Business Interests. The new governors do not have any conflicts of interest to declare.</p>
3	<p><b>Governance</b></p> <p><b>a) Co-option of new governors</b></p> <p>The Chair asked GT, MH and JB to give a short overview of their experience and why they want to become a governor. GT is a retired teacher whose daughter had previously worked at HS. MH works as an assistant head at Alfred Sutton School in Reading. JB works in HR.</p> <p>The Chair asked if the committee agreed to adopt GT, MH and JB to HS Full Governing Body. All governors agreed and were welcomed to the meeting.</p> <p>The Chair said new governors had been appointed a mentor who would be available to assist them in their role.</p>

	KM = GT VK = MH and GR = JB																																		
	b) The Chair advised the CB would be stepping down at the end of academic year and thanked her for all her work and on behalf of the FGB wished her well.																																		
4	<b>Approval of Minutes 22 March 2021</b> Governors were asked to approve the minutes of the Virtual meeting held on 22 March 2021  Governors approved the minutes with no corrections, and these will be signed at the next physical meeting. The Chair asked the clerk to annotate the minutes to show the date approved,																																		
5	<b>Matters Arising from 22 March 2021 Meeting</b> <table border="1" style="width: 100%; border-collapse: collapse;"> <thead> <tr> <th style="width: 10%;">Page</th> <th style="width: 10%;">Item</th> <th style="width: 60%;">Action</th> <th style="width: 20%;">Outcomes</th> </tr> </thead> <tbody> <tr> <td>2</td> <td>5</td> <td> <b>Polices for Review</b>            DP to add GDPR to one of the policies and send the Policy to VK  <b>Action: DP to send policy with missing section on GDPR to VK</b> </td> <td><b>Complete</b></td> </tr> <tr> <td>2</td> <td>5</td> <td>The RSC policy needs to be developed. The Head said this policy is with staff and will then go to governors at the beginning of the summer term.</td> <td><b>Complete</b></td> </tr> <tr> <td>2</td> <td>5</td> <td>           GR asked VK if she had seen the absence policy. GR explained this was the policy that was being approved by the Staffing committee and had been returned to SBM following comments. GR had not seen it for approval.             After further discussion it was agreed to take the discussion on the absence policy offline, and GR would email SBM.         </td> <td><b>Complete</b></td> </tr> <tr> <td>6</td> <td>6c</td> <td> <b>Health and Safety</b>            GR said the Health and safety check has not been undertaken as CB has not been able to get into school. The plan is that this may be possible to visit in the Summer Term.         </td> <td><b>Date to be arranged CB /SBM</b></td> </tr> <tr> <td>6</td> <td>6c</td> <td>           Head to confirm if all invoices had been paid to Caretaker following the works he paid for.             The Head confirmed she would check with SBM tomorrow and advise.  <b>Action: Head to confirm if the invoices had been paid and Caretaker reimbursed</b> </td> <td><b>Complete</b></td> </tr> <tr> <td>7</td> <td>6d</td> <td>           Yellow Brick Building – Clerk to add to the agenda for the next Resources Meeting.  <b>Action: Clerk to add to Resources Agenda April Meeting</b> </td> <td><b>Clerk to add to June Resources Meeting</b></td> </tr> <tr> <td>9</td> <td>6e</td> <td>           Wellbeing            Head to share with Governors outcomes from the Parent questionnaires.   <b>Action: Head to share information from Parent Questionnaires with Governors</b> </td> <td><b>Clerk to add to June Pupil Learning Meeting</b></td> </tr> </tbody> </table>			Page	Item	Action	Outcomes	2	5	<b>Polices for Review</b> DP to add GDPR to one of the policies and send the Policy to VK <b>Action: DP to send policy with missing section on GDPR to VK</b>	<b>Complete</b>	2	5	The RSC policy needs to be developed. The Head said this policy is with staff and will then go to governors at the beginning of the summer term.	<b>Complete</b>	2	5	GR asked VK if she had seen the absence policy. GR explained this was the policy that was being approved by the Staffing committee and had been returned to SBM following comments. GR had not seen it for approval.  After further discussion it was agreed to take the discussion on the absence policy offline, and GR would email SBM.	<b>Complete</b>	6	6c	<b>Health and Safety</b> GR said the Health and safety check has not been undertaken as CB has not been able to get into school. The plan is that this may be possible to visit in the Summer Term.	<b>Date to be arranged CB /SBM</b>	6	6c	Head to confirm if all invoices had been paid to Caretaker following the works he paid for.  The Head confirmed she would check with SBM tomorrow and advise. <b>Action: Head to confirm if the invoices had been paid and Caretaker reimbursed</b>	<b>Complete</b>	7	6d	Yellow Brick Building – Clerk to add to the agenda for the next Resources Meeting. <b>Action: Clerk to add to Resources Agenda April Meeting</b>	<b>Clerk to add to June Resources Meeting</b>	9	6e	Wellbeing Head to share with Governors outcomes from the Parent questionnaires.  <b>Action: Head to share information from Parent Questionnaires with Governors</b>	<b>Clerk to add to June Pupil Learning Meeting</b>
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6	<p><b>Budget Approval</b></p> <p>GR shared the proposed Budget with Governors and gave highlights of the discussions from Resources Meeting. Thanked SBM for providing a balanced budget which was very prudent.</p> <p>GR explained there were no teachers grants included in the budget this year to cover pensions or salary increases. The LEA delegated funds are being challenged due to some of the money being of no benefit to the school. Letting, not all income has been included for next year.</p> <p>The Chair asked if this was because of the COVID restrictions or changes around the pandemic. GR said yes, it was, and it will be a bonus if letting were as normal prior to the pandemic.</p> <p>JS asked in previous years the full income was £120K which was not insignificant, it makes sense not to include it.</p> <p>GR said the budget carried funds with no income for wrap around. Some staff were furloughed during January to March, the salaries have been calculated less the furlough claimed. The money has been transferred as normal.</p> <p>Mr Hughes will still be employed, and his costs are included in Agency staff.</p> <p>The overall budget had increased by 5.5%.</p> <p>There are no teacher pension grants this year. These have been included in the main figures.</p> <p>There is a possibility that JCC will introduce a 2.75% pay increase for support staff. Teaching unions are taking about 2% for teachers to be agreed, this will apply to all pay scales. The worst-case scenarios have been applied to the budget.</p> <p>Utilities – last year was not a true reflection and used actual costs + 25%, as this was based on actual usage.</p> <p>ICT costs are the same as last year.</p> <p>The cost of licences has been split out; the catering provision has an uplift.</p> <p>The budget is prudent and balanced, but not without it challenges.</p> <p>The Resources committee, prior to FGB, went through the budget in detail.</p> <p>For the benefit of the new governors, the Chair explained who Mrs Morsman is. The Chair said he was pleased the budget was balanced and agreed with the decisions around letting, salaries and utilities.</p> <p>MH asked if the budget was based on the census figures submitted in October and asked about Reception being full going forward.</p> <p>The Head said she is confident will get to 60 by September as will get some Reading children and transient children. 2 children are moving back to China when restrictions allow.</p> <p>The Chair asked FGB if they all approved the budget. All governors agreed it was a prudent budget, which was approved.</p> <p>GR asked the Chair if he would sign the budget on Tuesday morning in school. The Chair agreed.</p>
7	<p><b>Policies</b></p> <p>The RSE policy had been sent to all governors and the Head asked the Clerk to send to new governors.</p>

	<p>The performance management policy and medical policy are in hand and would be sent to governors for approval.</p> <p>The Chair explained the policy to the new governors.</p> <p style="text-align: right;"><b>Action: Clerk to send RSE policy to new governors for comment</b></p>																														
8	<p><b>Reports</b></p> <p>a) Head Teachers Report</p> <p>The Head said she would not go through her report and thanked governors for submitting questions in advance.</p> <p>Questions asked by Governors prior to the meeting.</p> <table border="1"> <thead> <tr> <th></th> <th></th> <th>Question</th> <th>Response</th> </tr> </thead> <tbody> <tr> <td>AK</td> <td>Page 1</td> <td>Curriculum Adaptations - what is 'third space learning'?</td> <td>This is a maths online intervention which all children could have access to</td> </tr> <tr> <td>AK</td> <td>Page 2</td> <td>Behaviour and Attitudes - In a future meeting, please can you outline to governors what 'therapeutic teaching' is and your plans for the school to adopt the technique?</td> <td>Yes, the training is next week. It is a Wokingham wide investment. 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KM		Is there any correlation between those children requiring Behaviour Plans, and those on SEND register, PP, or list of those that Debbie oversees?	Of those who have Behaviour Plans 3 are SEND and 1 Looked After. Debbie Sadiq knows the families and has made contact, but they are not one of her regular families.
KM		How is the impact of DA (PP?) funding measured, given that the objective is to “close the gap”?	This is a big question as its hard enough to close the gap without a pandemic and sadly these are the children who did little at home. We managed to get some PP children into school but not all. The gap in some cases has widened. We always set targets for these pupils to make accelerated progress (7 steps instead of 6 and are always focus children on any Learning Walks or Book Looks). The Managers of Phases Tamasine, Liz and Laura oversee the data alongside SLT
KM		Y6 & Y2 SATS; is school setting these , or are they previous papers? I thought that they were not going to happen this year?	As a school we are going to use previous SATS papers alongside Teacher Assessments to make our summative assessments. These will not be shared with LA but will be shared with other SLA schools for comparison.

The Head gave additional highlights.

The school had a positive SIO (School Improvement Officer) report, deep dives were carried out on PHSE, Music, Drama. DT and art with 5 subject leaders. The feedback was positive. Collectively across all the subjects the skills are being thought about. For example, in Art, what skills do children need to be able to be successful in their lessons.

Ofsted require expertise in individual subjects, some of these subjects were taught by NQT. Staff are desperate to have a relaxation of the rules and come out of bubbles to be able to work across all areas of the school.

Staff would like to work in different year groups but can only work in those groups allocated.

VK said the Wellbeing report was very concerning with respect to children being depressed and if results will be communicated with parents.

LD said it was a challenge as the school does not want to alarm the parents. How is it valued, it gives an indication of the mental health concerns, for staff, parents, and children? Staff would have conversations with parents if required.

The Chair asked how much support is given to the children to complete the report.

LD said the class teacher explains it to the children. The questionnaires have generated actions and next steps. Discussions take place at progress meeting, some of the children may be carers.

RW asked the frequency of the questionnaire. LD said it will be termly.

RW said he was glad it was not being used as a diagnoses tool. Where did it come from? LD did not specifically know, but Loddon Primary School uses it.

	<p>GR said if it is being run termly are the results being triangulated along with other measures. Children are bad at talking about things and do cover them up. It would be interesting to note if the same things come up time and again.</p> <p>LD said nurture support has changed in the last few years it is not just with the class teacher.</p> <p>JS said the trend is good if it achieves a change culture and people are willing to talk about these things. Most people are good at hiding things.</p> <p>It is good to have LD in this role.</p>
9	<p><b>Governor Training Update</b> VK said she had sent the details to governors and would forward to the new governors.</p>
	<p><b>Chairs Update</b> The Chair said governors need to start making visits to the school and should contact the teachers linked to their allocated year group. These visits can take place via Teams. Governors to use the visits forms.</p>
	<p><b>Meeting closed @2030</b></p>
	<p><b>Date of Next Meeting: Monday 5 July 2021 at 1900 hours - virtual</b></p>

The minutes to be approved virtually at Meeting 5 July 2021