



GILLESPIE PRIMARY SCHOOL

MINUTES FROM

FULL GOVERNING BOARD MEETING HELD ON

Wednesday 4th December 2020 online at 6pm

Attendees:

Claire Bolderson (CB) Chair of the Governors & Co-opted Governor	Cllr. Theresa Debono (TDB) LA Governor
Mark Owen (MO) – Head teacher	Dan Hamilton (DH) – Co-opted Governor
Sarah Bergin (SB) - Staff Governor	Louise Russell (LR) - Parent Governor
Mickel Ghebreyohannes (MG) - Parent Governor	Katrina Moses (KM) – Deputy Head (Observer)
Ashley Smith (AS) Vice -Chair & Co-opted Governor	Sajni Patani (SP)- Co-opted Governor
Rejinder Bangar (RB) - Parent Governor	Jodie Reed (JR) - Parent Governor
Tess Lundy – Clerk ISL Governor Services	

Item no.	Item	Action
1.	WELCOME The Chair welcomed all Governors to the second Full Governing Body meeting of this term.	
2.	MINUTES OF PREVIOUS MEETING - Wednesday 14th October 2020 Minutes accepted as correct. CB will send copy of ratified signed minutes to Tess for uploading to Governorhub	CB
3.	APOLOGIES/CONSENT FOR ABSENCE No apologies	

<p>4.</p>	<p>CHAIRS REPORT</p> <p>The chair has no updates to report, as there has not been a Chair of Governors meeting held by Islington Council recently. The Chair asked Governors if they were receiving the Governor Services Newsletter from Islington. All Governors confirmed they were receiving the newsletter to keep abreast of current events.</p> <p>New Parent Governors are needed for 2021. The Chair will use the newsletter to explain the role of the Governing Board and encourage people who would not normally come forward to stand for Parent Governor. Diversity is encouraged and the board is keen to encourage parents from some of our more disadvantaged families to stand for election. Training and any other support will be offered. The Chair asked Governors to think of innovative ways to recruit from this under represented group.</p>	<p>All Governors</p>
<p>5.</p>	<p>HEADS REPORT</p> <p><u>Behaviour</u></p> <p>The Head explained that since returning to school in September 2020, behaviour overall has been good. Restrictions and systems put in place around Covid are having a small impact on some children. During lunchtime, children have to wait to play outside. Behaviour has to be managed carefully during these transition periods.</p> <p>Classes are restricted to playing only with fellow classmates so issues between children can become more magnified at times.</p> <p>But generally, behaviour around the school and within the classroom has been very good; the children are doing remarkably well. The school has had a great start to the year.</p> <p>SB added that focus and stamina have improved hugely. There are still a few children who are finding it hard to settle back into school; these are largely children who did not do much school work during the long period of Lockdown. Children understand behaviour expectations and respond to them well.</p> <p>Overall, children are showing resilience. Weekly assemblies are being held via Zoom. The children are happy to have them back. They miss being together as a collective group in the same space.</p> <p>Preparations are starting for the Christmas Show, which has created a great buzz around the school.</p> <p>The catch-up intervention program is also producing positive results and feedback.</p> <p><u>Staff Appraisals</u></p> <p>The Appraisal process has begun. There are no set numerical achievement and progress targets by percentage for each class. All Classes need to aim to reach the year group national expectations and it is important that teachers feel supported on the complexity of this task.</p> <p>A priority target for the whole school is implementation of the Remote Learning Policy. This needs to be in place and fully operational should children need to self-isolate.</p> <p>There will be a focus for all on staff wellbeing this year and this will be managed through the appraisals process.</p> <p>A Governor asked when the School Council would be up and running, stressing the importance of the contribution children can make to the changed circumstances in school.</p>	

	<p>MO said elections would take place before the end of term. It has still to be decided whether all years can be represented and how they will meet given the restrictions on classes mingling. The <i>'Playground Buddy'</i> system is also restarting and the. <i>'Lab 13'</i> committee is up and running.</p>	
<p>6.</p>	<p>UPDATED RISK ASSESSMENT</p> <p>The Risk Assessment had been updated to reflect the use of more rooms and spaces, and new teaching bubbles under the Catch-up plan. MO said that the Risk Assessment is working well in practice. The school's Covid cleaner is very meticulous and other staff are helping out by wiping down surfaces and equipment between lessons.</p> <p>Governors approved the Risk Assessment after review. It is likely further review will be needed again for the Christmas Show, as all classes will be performing.</p> <p>MO will send it to CB, for distribution to Governors for approval by email.</p>	<p>MO/CB</p>
<p>7.</p>	<p>SCHOOL IMPROVEMENT PLAN</p> <p>The school improvement plan had been distributed to governors who were each asked to read a section and come to the meeting with an overview and questions.</p> <p><u>Section 1.1 Catch-up plan</u> The Catch-up grant is to be spent on additional interventions or for covering class teachers so that they can work additionally with those children identified as needing catch-up support. MO explained that two teachers already working in the school and well known to the school community have had their hours extended. This will provide continuity for the children and give class teachers confidence to implement a range of approaches in conjunction with trusted colleagues.</p> <p>A Governor asked whether there would be any available national data to allow for comparison between Gillespie and other schools. This is unlikely, as the Government has said it will not be publishing its usual school performance data this year.</p> <p>The school, will be undertaking its normal termly progress reports and these will be shared with Governors.</p> <p><u>Section 1.2 + 1.3 Reading & Writing</u> Reading for pleasure is strongly encouraged across the school. The Islington Roadmap is being used to engage children from YR1 through to YR6.</p> <p>A governor asked whether the children were now able to borrow books from the Library? MO said that on advice from Islington Library services, the school had organised books into batches of 60 for each classroom. The children have their own class libraries and the books are returned and quarantined for cleaning before being given to another class next term.</p> <p>SB added, YR6 children start reading their own books and using kindles but the Reading Road Map is still popular as they like the competitive element. All the children are enthusiastic about reading.</p> <p>KM explained that some of the TA's have been specially trained by the SENCO to work with children struggling with their reading.</p>	

A governor noted references in the SIP to interviews with children about their learning and asked if they could be shared with Governors at future Learning Committee meetings.

There was discussion of the need for a renewed focus on spelling, particularly in KS2 post lock-down.

In addition, upper KS2 teachers have been revising their phonics teaching with help from KS1 teachers as some children have been identified as having gaps in this area.

Section 1.4 + 1.5 Maths

There is an emphasis in maths on problem solving across the curriculum. 'Power Maths' and 'White Rose' schemes are being used.

There was discussion about the importance of communicating expectations to parents but in a manner that would not leave them feeling daunted or anxious if their child was making slower than expected progress.

MO said that, because **assessment** is currently quite complex, progress and attainment targets for the end of the school year would be set in the Spring once children are properly settled back at school and the catch-up plan have been in place for some time.

Section 1.6 Online Learning & Teaching

The school aims to provide high quality online learning for the children via an online platform.

MO confirmed that Google Classroom would be the main platform for remote learning.

A Governor asked for an update on the funding of equipment for remote learning?

SB explained that YR6 have some laptops on order from the LA but only a few children in YR6 who are most in need will get them. The school has also received a donation from Vodaphone who have provided 10 dongles with Free Wi-Fi included for use with the new equipment.

Additionally, a small amount of the catch-up budget has been spent on iPads for use around the school and to support families who have trouble accessing Wi-Fi or hardware at home.

A Governor asked how teachers planned to communicate with parents should another Lockdown occur.

MO advised that each teacher would communicate the daily routine, explaining what they are teaching and when they will feedback to parents.

A Governor suggested a protocol for communication be put in place now, before the event happens to ensure the school are prepared. MO agreed.

Section 2.1 Supporting Health & Emotional wellbeing for pupils.

The full report on the survey of pupils can be found on Governorhub. Excerpts of the report's findings were highlighted to Governors. The next survey will take place in 2021

A governor asked for more explanation of some of the findings in the survey. MO relayed the details and said in some areas, the school needs to do better. All adults must ensure that they are listening to children and the children *know* they are being listened to.

	<p><u>Section 3.1 Staff wellbeing</u></p> <p>All staff agreed that mental health training would be helpful.</p> <p>A governor asked about training in this area. MO said staff wellbeing had been a focus pre-Covid but is now even more important. Professional training and support around mental health and wellbeing will be included in this year's inset training schedule. MO said he and the SLT were very aware of the demands made on teachers working through the Covid pandemic and that many are exhausted.</p> <p>Governors were pleased to note that regular socially distanced gatherings for teachers had been arranged. They asked that protocols be put in place to support individual teachers isolating as they would feel particularly cut-off from the school and their colleagues. MO agreed .</p> <p>CB congratulated MO and the SLT on the School Action plan and governors agreed it was a very good document.</p>	
8	<p>FINANCE & BUDGET MONITORING</p> <p>SP reported that there is a forecast deficit of £4k following the reimbursement of £12K in Covid funding support from the DFE.</p> <p>Any funds coming in are likely to be matched by monies going out. MO has been asked to think about any areas where the school can make cuts before the end of the financial year..</p> <p>The Finance Committee will meet in early January to look at December's budget monitoring and with a view to a strategic look at the budget in coming years.</p>	MO
9	<p>AOB</p> <p>The Chair commented that the schools attendance figures are good and the catch-up effort has been huge and thanked all the staff for their hard work.</p> <p>The Chair thanked all Governors for their hard work and wished everyone a good Christmas break.</p>	
10	<p>FUTURE MEETING DATES AND AGENDA ITEMS</p> <p>The SPRING TERM FGB meeting will take place on Wednesday 3rd March 2021 at 6.00pm</p> <p>The SUMMER TERM FGB meeting will take place on Wednesday 9th June 2021 at 6.00pm</p>	

PART TWO – CONFIDENTIAL ITEMS

If there are items to be discussed under Part 2, please put the items below on a new sheet.

11.	CONFIDENTIAL BUSINESS	
	None	

	DATE OF NEXT MEETING: Wednesday, 3rd March 2021 at 6.00PM	
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<p>There being no further business, the Chair thanked everyone for their attendance and closed the meeting at 19.36pm.</p> <p>Tess Lundy Clerk to Governors Islington Governor Services, Islington Council</p>	<p>CHAIR: _____</p> <p>DATE: _____</p>
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**GILLESPIE PRIMARY SCHOOL
ACTIONS ARISING FROM THE MEETING OF
2ND DECEMBER 2020**

ITEM	ACTION	BY
4.	All Governors to think about innovative ways to recruit new more diverse parent governors for the schools governing body.	ALL GOVERNORS
2.	Chair to sign ratified minutes for 14 th October 2020 and return to Tess at cialk2808@yahoo.co.uk for filing and upload to Govhub.	CB
6.	MO and CB to send an email to Governors outlining changes to the Risk Assessment for the Christmas Show if needed.	MO, CB