



## Tittensor CE(VC) School

Minutes of the Virtual Meeting of the Full Governing Board held using Teams on Thursday 25<sup>th</sup> March 2021 at 4.00pm

**\*\*\*Covid 19 Restrictions in place preventing meetings\*\*\***

**Participants:** Mrs J Cresswell (Chair), Miss G Craig (Headteacher), Mr S Johnston, Mrs O Williams, Mrs F Bishop, Mrs C Chatterton, Mrs J Hendry, Mr S Allen.

Mr B Jones, Clerk to the Governors took the minutes.

### 1. **Apologies and attendance**

Apologies were received and accepted from Ed Hobson.

### 2. **Governing board matters**

#### **a) Membership**

Shaun Allen was welcomed to the governors' meeting as the staff governor.  
Resolved – Governors were unanimous in reappointing Freda Bishop as a Foundation Governor. **Action point** - GC to check if this needs ratification by the PCC or the Diocese.

#### **b) Confidentiality**

Governors were reminded that all discussions should remain confidential until publication of the minutes.

#### **c) Declaration of business interests**

No declarations were made.

#### **d) Code of conduct**

Governors were reminded of the code of conduct for governors.

### 3. **Minutes of the previous meeting and matters arising.**

The minutes of 17<sup>th</sup> December 2020 were accepted as correct records of the meetings and no matters were arising not already covered by this agenda.

### 4. **Reports**

#### **a) Committees**

Minutes of the Christian Distinctiveness committee had been circulated. There were no questions.

**5. Headteacher's report (previously circulated)**

The report had been circulated and covered:

School context  
Ofsted  
Admissions  
Attendance  
Looked after children and Special Educational Needs  
Pupil Premium  
Sports Premium  
Effectiveness of leadership and management  
The quality of teaching, learning and assessment.  
Personal development, behaviour and welfare  
Outcomes for children and learners  
Continuing professional development  
Ethos and vision

Miss Craig referred governors to the small change in admission numbers, lack of attendance data as the only attendees had been the children of key workers, the return of the office manager and outcomes remaining as they were in the Autumn 2020 report.

There had been good engagement in remote learning by pupils and it was supported by parents.

**Governors asked about external testing of pupils.** GC explained that these were not taking place in 2020/21, assessment would be by teachers with no reporting to the DfE. **Governors asked if any form of testing was being used.** GC explained that she was waiting for clarification on phonics, but the school uses tests that relate to national benchmarks.

**7. Safeguarding update**

No incidents had been reported. Parents had been reminded about how to ensure online safety for pupils using remote learning.

**8. School Improvement Plan - circulated**

Many actions had been curtailed by the absence of pupils.

2.1 – The school is using some of the COVID catch up fund to participate in the National Tutoring Programme to provide intervention in maths for a targeted group of pupils. **Governors were impressed with the way this helps to identify the gaps in pupils' learning.**

2.2 – CPD has been introduced for TAs and will provide some ICT training for them.

2.3 - There is continued support for writing development.

6.4 – Work has continued on the parable of the Good Samaritan.

Governors asked about how well the school's WiFi was coping with remote learning. GC explained that it works well except for in her office.

## 9. **Accountability**

### **i) Data**

Key school data is all from Teacher Assessment and is being collected now that pupils have returned from remote working.

**Governors asked if there was guidance on teacher assessment, for instance from the LA.** GC explained that the school has its own assessment process but makes use of White Rose for maths, Staffordshire Grids for writing and PIRA for reading. These schemes provide national benchmarks for standardisation purposes.

### **ii) Financial accountability**

Sports Premium continues to be used for coaching which develops staff expertise, Megamiles in the playground and enrichment days.

COVID catch up funding is being used for the national tutoring programme and may be used for extension of the school day and summer schools. The national Tutoring Programme is being used with groups of 3 children for 30 minutes after school. It is based on work done in class so involves no extra planning. It will start after Easter and all pupils will eventually be included on a rota basis according to need.

**Governors asked why groups of three** – the Educational Endowment Foundation has found this group size to be most effective.

## 10. **Continuing Professional Development (CPD)/Performance Management (PM)**

Staff PM continues with staff due to review their objectives. The Headteacher PM will take place in April.

## 11. **Health and Safety**

A successful audit has been completed. All categories were graded 4 or 5. This means another audit will be due in 3 years.

## 12. **SEND – see report**

Closure has prevented intervention. The priority for the summer term will be to complete all reviews.

**Governors asked if the school is continuing with the employment of Lynne Barber as SENCO.** Yes, she is continuing.

The school has been using Well-being Wednesday during closure.

**Governors asked if pupils showed signs of anxiety when they returned.** There was some initially, but all pupils have now settled well.

**Governors asked about staff well-being.** Staff are positive about the return. They felt that remote learning was more successful as it was done from home.

## 13. **AOB**

**Governors discussed incidence of COVID in school and families knowing when children showing symptoms should return to school.** Class 2 bubble has been closed today. There is no lateral flow testing in primary schools. **Action point** - GC agreed to remind parents of symptoms to look out for.

The chair reported that no further correspondence had been received regarding the complaint referred to in the previous minutes.

**14. Confidentiality** – no items of confidential business were identified.

**16. Dates and times of meetings for 2020/21**

The following dates had been previously circulated:

**Summer**

Finance: 16/06/21- Time to be decided  
Curriculum and Standards: 01/07/21– 4pm  
FGB: 14/07/21 – 4pm

The meeting closed at 4.55pm

**Summary of action points**

**2. Governing board matters**

**a) Membership**

**Action point** - GC to check if this needs ratification by the PCC or the Diocese.

**13. AOB**

**Governors discussed incidence of COVID in school**

**Action point** - GC agreed to remind parents of symptoms to look out for.

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**Chair**

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**Date**