



FLEET PRIMARY SCHOOL

AGREED Minutes and actions from the Full ONLINE Governing Board Meeting held on Wednesday 17th March 2021 at 7.00 pm

ATTENDANCE

Kim Issroff – Co-Chair	✓
Marcus Boyland Co-Chair	✓
Janet Guthrie – Vice Chair	APOLOGIES
Don McGibbon – Headteacher	✓
Caroline Heal	✓
Marianne Porter	✓
Sinead Costelloe	✓
Margaret O’Sullivan	✓
Annie Balme	✓
Oonagh Pierce	✓
Hannah Shipp	✓
Osob Mohamed Abdi	✓
Jon Rohoman	APOLOGIES
Sabiha Khan	✓
Jason Cooke	✓
Ellie Melkuhn	APOLOGIES
Rebecca Combes	✓
OTHERS PRESENT:	
Becca Wall – Deputy Headteacher	✓
Debbie Barry – School Business Manager	✓
Pete McGuigan - Clerk to Governors	✓

	ITEM	ACTION
1	Welcome and apologies for absence	
1.1	Marcus (MB) welcomed everyone and opened the meeting at 7.00 p.m. Apologies for absence had been received and accepted for <ul style="list-style-type: none"> ● Janet Guthrie ● Ellie Melkuhn ● Jon Rohoman 	
2	Declarations of Interest	
2.1	There were no declarations of interest for the meeting.	



3	Presentation of Seesaw software	
3.1	<p>Becca (BW) demonstrated the Seesaw software, which had been used during lockdown, and highlighted that:</p> <ul style="list-style-type: none"> ● before lockdown, the school had been considering adopting Seesaw for recording topic/subject work but had not yet reached the point of trialling it. ● lockdown had sped up the adoption - and they had introduced it with older children first, moving down the age range as staff confidence grew. ● teachers could easily add activities and instructions for children, and the pupil list on the system showed when work had been completed. ● as well as written work, teachers and pupils could also use video, photos, and voice, with work sometimes assigned to individual pupils, using formats designed for the work. ● it encouraged ongoing and instant dialogue between teachers and children, worked well across the age range and was popular with staff, children, and parents. ● they were intending to continue to use Seesaw for home learning, and developing journals and portfolios, and for children isolating at home due to Covid. <p>Through questioning and discussion on Seesaw,7 Governors established that:</p> <ul style="list-style-type: none"> ● it had been a versatile and useful tool, including for children recording themselves and posting it to the teacher, e.g. for reading. ● children and staff have become increasingly confident with Seesaw, increasing its usefulness and effectiveness, and raising pupil engagement for many during lockdown. ● it had been used with other IT platforms and systems, including bug club, times table rockstars, mathletics and Zoom. ● the Camden Learning Centre had provided good support and training. ● it had enlivened home learning for many children and families, with teachers' verbal messages particularly appreciated. ● the system was very secure, with individual usernames and passwords, and no live streaming. ● children from families that had temporarily moved abroad during lockdown, had also used it extensively. <p>Governors thanked Becca for her presentation.</p>	
4	Minutes from the previous meeting (8.2.21)	



FLEET PRIMARY SCHOOL

– accuracy and matters arising		
4.1	<p><u>Governors agreed the accuracy of the previously-circulated minutes from the 8.2.21 FGB meeting,</u> noting that:</p> <ul style="list-style-type: none"> ● PM would upload agreed minutes to GovernorHub. ● KI or MB would sign previous minutes on GHub. ● Ellie had not needed to amend any policies. ● an English visit would take place the following week, and other Governors were asked to contact their contact staff member to set up their focus visits if they had not already done so. 	<p>PM KI MB</p>
5	Headteacher’s report	
5.1	<p>Don (DM) presented the previously-circulated report and highlighted:</p> <ul style="list-style-type: none"> ● there were no changes to report in the contextual data. ● Covid had affected attendance but financial costs were hard to quantify. DM noted that overall costs and savings would probably lead to a 10k± deficit, and it was unlikely that Fleet would be able to claim any more from DfE Covid funding with the information released so far. ● no further DfE, or Camden, guidance to schools was available at this time, on reinstating wider activities, including trips, journeys, concerts, or events and how these tie in with the national roadmap out of lockdown. ● school lunches continued to be provided in classrooms (now prepared in the school kitchen, with minimum use of disposable containers, thanks to the newly- installed dishwasher). DM noted that Camden had committed to providing lunches for FSM children over the Easter break, although it was not yet clear whether that would be for the full fortnight. ● there continued to be reduced contact between staff and parents, including at handover times. ● the Curriculum and Standards committee had agreed some policies and the recent Camden professional partner report had been positive. ● lateral-flow tests were available for all staff and school had opened to children the previous week, with all staff back (except for 2 shielding staff, who were working from home). ● IT devices that had been provided to families for use at home, would soon be collected in and redistributed, with iPads and laptops being retained in school, and Chromebooks lent to families (1 each, rather than more than 1 for multiple siblings). ● some attendance data were confusing, with Covid absence not shown in the autumn term. 40 Key Worker and vulnerable children had attended school during lockdown, in 3 bubbles and Zoom attendance had been very good, particularly in KS2. EYFS weekly Zoom online attendance, had been c.50% in Nursery and 	



FLEET PRIMARY SCHOOL

	<p>75% in Reception. Since fully opening, attendance had been very good (96% and Nursery 98%), with most absence due to late returning from abroad, or necessary isolation upon return.</p> <ul style="list-style-type: none"> with Safeguarding and SEND, there were currently 6 Child Protection arrangements in place, 2 'Children in Need' and 10 children with either Education, Health and Care Plans or Exceptional Needs Grants. there had been some review of the School Development Plan and most of the priorities would continue into 2021-22. teachers were currently assessing children, to establish their new baselines, and help inform teaching foci during the rest of year. a Reading Volunteer was working with groups, and staff working from home, were also doing reading sessions online. although the number of children on roll (NOR) remained broadly similar, there were only 20 Nursery applications for September (with the caveat, that numbers could change). The implications of this on the budget would be considered at the next Finance meeting and reported to the next FGB meeting. with concerns over pupil wellbeing on their return to school, staff were balancing their demands on children, taking into account their reduced levels of stamina and focus. DM also noted that some children were having relearn how to play appropriately in the playground. there were some small electrical works to be done later in the year and the Finance Committee would consider the end of year position for the 2020-21 budget, and setting the 2021-22 budget. 	<p>Finances agenda DM</p> <p>Finance agenda</p>
<p>5.2</p>	<p>Through discussion and challenge, Governors established that:</p> <ul style="list-style-type: none"> children's educational recovery would be complex, and not simply a matter of 'catch-up'. Individual children had experienced a range of family circumstances and this had impacted on their educational and social development over that time. DM noted that socially, most children seemed to have been able to bounce back quickly, with school routines being re-established, although this was most challenging for the youngest children. Academic recovery for some children, particularly those in Reception and Y1 with less home support, could be much longer: measured in months rather than weeks, possibly up to 2 years. continuation of 'catch-up' funding for schools to choose how to use would enable a more rapid educational recovery for all, but this had not yet been agreed by the DfE. extra support included volunteer reading in Y1, Y2 and Y3, and 	



FLEET PRIMARY SCHOOL

	<p>preparation for secondary transfer in Y6, from DM and BW. DM noted that other parent volunteers in school were currently on hold, to limit the number of adults on site – this would probably resume fully in September.</p> <ul style="list-style-type: none"> ● all staff were pleased to be back on site, with children back in classes. DM reported that <ul style="list-style-type: none"> ○ there appeared to be less anxiety among staff than previously, including for DM, with good support from Camden, including more online Headteacher meetings, which were well-attended. ○ there was good mental wellbeing support available from Camden. ○ staff meetings and INSET, included support for staff to re-establish themselves in school, and work with colleagues. ● to aid bubble distancing and create a Y1 space in the playground, a new exit from the class had been established, with some picket-style fencing to demarcate an outdoor area. DM noted that although it was currently working well, there could need to be a rethink around the Junior playground, to make even better use of the space once bubbles are removed and the impact of losing area with more children in it is felt. 	
6	Governance	
6.1	<p>Governors noted that: Responding to the Governors’ skills audit was an ongoing process</p> <ul style="list-style-type: none"> ● Osob (OMA) had attended 2 Camden induction training sessions, which had helped put the individual Governor role into perspective and make links with Governors from other primary and secondary schools. The sessions had focused on a range of issues, including: <ul style="list-style-type: none"> ○ legal roles, policies and procedures, the importance of collaboration between parent and other Governors, and the attributes of effective Governance. ○ curriculum provision and assessment, linked to the new Ofsted framework, school organisation, use of data and holding the school to account. ● Marcus (MB) agreed to share some of his Governor financial training at the next FGB meeting. 	MB
6.2	<u>Governors formally agreed the previously-circulated updated Covid Risk Assessment.</u>	
7	Any Other Business	
7.1	Following work on increasing the diversity of the FGB, Governors	



FLEET PRIMARY SCHOOL

	agreed to invite prospective Governors to meetings as observers, and consider having a pre-meeting discussion on Governance.	
8	Confidential item	
8.1	With staff Governors having left the meeting, Governors approved the previously-circulated minutes from 8.2.21. PM to upload to GovernorHub and KI / MB to sign them online.	PM KI / MB

KI thanked Governors for attending and closed the meeting at 8.15 p.m.

**AGREED AT THE 17.5.21 FGB MEETING AND SIGNED ONLINE BY
Kim Issroff / Marcus Boyland, Joint Chairs of Fleet GB**