

Governors of Fairisle Junior School

Minutes of a Meeting of the Whole Governing Body Tuesday 18 May 2021, 3.30pm

Governors present:

1. Alison Powell (Acted As Chair)
2. Peter Howard (Headteacher)
3. Phil Chapman
4. Katherine Minns
5. Brent Schwarz
6. Lloyd Viney
7. Mike Dant

Associate members present:

Bev Bessey

In attendance:

Sophie Lee (Clerk)

This meeting was held entirely online.

1) Apologies

Steph Thurston (Chair), Nikki Webb (Vice-Chair).

2) Declarations of Interest

Declarations relating to today's agenda: none. Changes to the register of business interests: none.

3) Minutes of the Last Meeting

Minutes from 22 April were agreed. The Chair will be asked to sign them off via email.

4) Matters Arising, Including Action Points

AP spoke to Maria Hughes today about the budget. The only update is that £49k has been moved to capital. This is because we originally asked schools finance to move £49k to capital. However, they took money from revenue and added it to our carry forward, so the budget showed a much larger carry forward in revenue but capital showed as £47.5k overspent. They have now moved the money to capital.

We put £95k into repairs and maintenance to cover the £51k playground costs. Schools finance have advised us to gain governor approval to move that straight away into capital. The LA procurement process is complete.

NW emailed Glenda Lane before her retirement. PC and NW attended the subject leader meeting on 12 May. Governors are invited to Zoom assemblies on Fridays at 2pm, using the governor meeting login details.

The next health and safety review from BS should coincide with the next easing in the roadmap (earliest date 21 June). Governors will be invited to the SLT meeting when staff review the SIP.

Action A: Meet your linked subject leader.

Action B: Invite governors to the subject leader Zoom staff meetings.

Action C: Attend assemblies to talk about the role of governors and give termly updates on governance.

Action D: Write a health and safety report once a term.

Action E: Invite governors to Zoom elements of leadership cycle.

Action F: Follow up with science leaders to see if learning gaps are filled.

All gobs

BB

All gobs

BS

BB

AP

5) Reports From Governor Visits and Questions to Follow-Up

History - PC

PC attended the subject leader Zoom which was technical and did not allow time for

questions. Leaders explained how they have changed their subjects due to covid.

He also met Jess Planter-Dixon individually about history and asked how it has been changed. She reported history has been successful as covid has not impacted it too much. She has simplified the syllabus and stuck to the essentials. Learning was simplified to enable parents to assist at home and pupils were given websites for extra information.

The timetable has changed to make certain the foundation subjects impacted have at least one lesson per day. In future Jessica would like to arrange some history visits and there is some ground to make up.

PC will now meet Charlotte Thornton (PSHE) and Gemma Summers (RE). He aims to repeat this meeting in the first term of next year to see what the plans are for next year and how staff have coped with covering what was missed. Later in the year he could also look at pupil outcomes and speak to children about history.

Question from AP: I received a deep dive report, has that been done for all subjects?
The Headteacher said yes. Leaders reported on this in the meeting last week.

Design and Technology - AP

AP emailed questions on DT to Holly Cleveley. As design and technology is not a foundation subject it has been sidelined to some extent in favour of core subjects. It requires hands-on skills so gaps have appeared which may not be covered until the curriculum stabilises, hopefully in September.

AP asked about gaps in learning and found little was done in DT because it cannot be taught remotely to the same extent as other subjects. Children were given some home assignments involving science and cookery.

Hygiene procedures have impacted DT as pupils cannot handle resources or share. There were no visits to local businesses but visits are planned after September.

Holly was in a difficult position as her Assistant Head role covers other curriculum areas as well as DT and foundation subjects were more important. Every effort will be made to catch-up in DT but it may not happen until later.

Playground Bubbles and SCR - NW

NW looked at break time bubbles in the playground which were organised very well with clear markings. Governors noted children are used to bubbles and play more traditional games. They are more likely to organise their own games and it is calmer with fewer children. We could consider keeping these arrangements in the future.

Children are inventing games on the new markings and can practise skills. They use the outdoor gym equipment and this week new fencing should go up around the playground apparatus.

NW also conducted an SCR check and found records thorough and up-to-date. She and PC attended the subject leader meeting.

(BB entered the meeting.)

6) Safeguarding and Headteacher's Report

Figures from CPOMs show incidents from 20 April to 16 May. We were asked to meet an HMI as part of an inspection of LA children's services. HMI pick children who are open to social care/looked after and one child attends FJS.

The HMI met the Head as lead DSL, Robin Hayes (designated teacher for looked after children) and the Deputy Head as DSL for the child. The HMI asked how the LA communicated decisions during lockdown and kept children safe.

Question from AP: Was that the first time you have been involved?

The Headteacher said yes at FJS. He was involved previously at a different school and they always question people in schools.

We are moving our SCR to an online cloud-based system. Our risk assessment is under constant review and was reviewed a week ago in light of new guidance. As local head delegate to primary head's conference the Headteacher continues to meet with city Director of Public Health Debbie Chase and LA officers fortnightly.

After speaking to the infant school we continue to ask parents to wear face coverings. Debbie Chase agreed with this in light of new variants of concern and she has advised secondary heads not to change guidance on face masks for children, even though national guidance has loosened.

The EVOLVE form for Little Canada has been sent to Hampshire Outdoors. We are concerned that government guidance requires bubbles of around 30, formed from existing bubbles, with smaller bubbles where possible.

During the day pupils are in five groups of about 10 children (50 total children) but may be together on the boat and coach. Clare Dobbs as Service Manager for Hampshire Outdoors will advise us further on this. We have sent Clare Dobbs and Southampton insurance services the PGL health and safety advice.

Question from AP: Could pupils form temporary bubbles?

The Headteacher reported he thought we could do this but it is around 30 children maximum in the guidance. They eat together and share rooms of four to six children. We may need a group of 10 where five boys share a room and five girls share. Activities are outside. He will update governors on this by email.

All children took part in the Big Ask survey by the Children's Commissioner. Almost all staff have had one vaccine and a few have had both. Governors thanked the LA zero waste scheme for enabling this.

Pupils will visit Paultons Park on 28 May which has been brought forward to coincide with the start of half-term. There will be an extended fish and chip supper instead of the Y4 sleepover. Sports Day will take place with no parents and four separate year group sessions in class bubbles. No local primaries are inviting parents.

Work on key skills and up to six learning targets continues and teachers will feed back to year leaders tomorrow. Senior leaders have conducted lesson observations, work scrutinies and talks with children. A holistic approach to differentiated mentoring has begun. Year leaders are focusing on teaching and learning and leading their teams.

We have bid for a £2k LA school improvement and monitoring grant. We will check on the impact of the use of the money.

Question from AP: Is it likely we will receive it?

The Headteacher said yes.

Question from PC: Have you investigated Kindles for reading? They could be more interesting, portable and can be wiped clean?

The Headteacher reported they had not investigated Kindles but have devices that can run the software. It would need some strategic drive from the computing leads. We

could try it in one class per year. They would need to almost belong to those children.

Question from AP: Could the pupil premium be used for that to target children who need more help?

The Headteacher said possibly.

The Deputy Head noted we need to be careful and balance real books versus technology. We need to look into it more closely and see if ebooks actually improve reading. We have an ebooks subscription from the library service and could look at that first. There is also the issue of children being online all the time.

The Headteacher noted the cost of multiple books on a Kindle could be an issue. We now pay for each app on individual iPads.

Question from AP: Could you do a test with a few Kindles?

The Deputy Head said not yet, as we would have so many different strategies in parallel.

Question from MD: How many children have iPads?

The Deputy Head said many have iPhones. It is about persuading them to stop playing games and read instead and also retraining parents.

Y6 took part in a comparative judgements writing exercise with judging this week. We have reviewed the pro forma for reports to parents which is quite full. Foundation subjects have been slimmed down and we have tried hard to make the report useful to parents. Reports go out on 25 June.

NQTs will be called early career teachers from September and will have a two-year induction with a 5% timetable reduction for the second year. The DfE have published an Early Career Framework which starts from 1 September.

We will work with Thornden School HISP (Hampshire, Isle of Wight, Southampton and Portsmouth) teaching school hub as our appropriate body. They will oversee how well we assess new teachers and oversee their early career training from September.

The Head has written to Derek Wiles as all primary heads are concerned about mixing bubbles when pupils visit secondary schools in July. Derek Wiles advised us to write to the secondary heads conference.

It was noted children settled in just as well when transitioning from Y2 last year. The visit is probably more for parents than children. When children visit junior school they are seven and visit in their class. Y6 are completely different and could be in a bubble of 150 to 200 pupils.

Question from AP: Are children going to a selection of schools?

The Head explained they will attend eight different secondary schools. We will probably not have an assembly for all Y2 children in July. They will probably come as a class, go to their classroom and have an assembly there.

Question from KM: Could the infants join a Zoom assembly?

The Head noted they could do but would not see their classrooms properly. They were not able to last year as it was lockdown and Y2 had not been brought back.

Question from KM: Could a secondary induction day be later in the year?

The Headteacher said possibly. All secondaries have told us when they are having new children visit, only Mountbatten is not inviting children.

In regards to the next phase of playground work, the Head proposed we move £51k from the repairs and maintenance line in revenue into capital so it does not form part of our revenue carry forward. It comes under permitted capital works. We are moving equipment from the grass and will widen the tarmac to extend the play space and add markings.

Question from AP: When is that work planned?

The Headteacher would like it to be ASAP but it will be when contractors are free. Governors have agreed to the spending but need to agree to move the money.

Governors agreed to move the £51k from revenue to capital.

7) Unofficial Fund Audit 2021

This fund is used to subsidise pupil trips. It has been signed off by auditor Tony Clews. Due to lockdown we could not audit the fund last year so it has been audited for two years.

Question from AP: Has the money been generated from previous years?

The Head explained money comes from a percentage from photos and donations. We had the photographer this year but no trips.

The fund contains just under £23k. It is not used for individuals but is put against all children; we put in £10 or £12 for every child over the year.

We cannot reclaim VAT on this fund so it is not used for items where VAT is payable. We use it for trips as there is no VAT on coach hire, much of venue entry charges etc. Money from non-uniform days also goes into the fund and we pay the charity with a cheque drawn on this account.

Question from AP: Are there charity collections that need to be paid out of that sum?

The Head said no, we pay out charity money straight away.

8) Policies

There are no changes to the flexible working policy.

Question from AP: Have you had any flexible work requests?

The Head said yes.

In the off-site activities policy Maria Hughes is now the educational visits co-ordinator and has taken EVC training. The policy previously said schools should only book coaches with seatbelts when travelling outside Southampton, but this has been changed to cover travel anywhere as we would only use transport without seatbelts if it was a public bus. There are no other changes.

Governors approved the flexible working and off-site activities policies.

9) AOB

9.1 Question from MD: Can governors visit school and meet subject leaders?

The Headteacher confirmed they can if they are healthy, keep social distancing and wear a face covering. Governors can meet staff if they are happy to meet, please email them and take your lead from them.

9.2 City catering have thanked us for our £5,536 contribution and our kitchen team were very pleased with governors' support.

Question from AP: Have other schools contributed?

The Headteacher confirmed about 10 have so far for a total of around £65k. There are

46 member schools.

9.3 The next meeting was moved from 15 June to 22 June due to the Isle of Wight trip. It will be virtual but governors will aim to meet at the school in July if possible.

9.4 The three-monthly budget review will be discussed in June.

10) Time and Date of Next Meeting

The next whole governing body meeting is on Tuesday 22 June at 3.30pm. AP sends her apologies.

The meeting closed at 4.50pm.

AGENDA

	ACTION POINTS FROM 18 MAY 2021		
	Action to be completed	By whom	By when
A	Meet your linked subject leader.	All govs	22 June
B	Invite governors to the subject leader Zoom staff meetings.	BB	Ongoing
C	Attend assemblies to talk about the role of governors and give termly updates on governance.	All govs	TBC
D	Write a health and safety report once a term.	BS	Earliest date 21 June (next stage of covid roadmap)
E	Invite governors to Zoom elements of leadership cycle.	BB	Ongoing
F	Follow up with science leaders to see if learning gaps are filled.	AP	July
	Questions to follow up from governor visits	By whom	By when
	Agenda Items for Future Meetings		Date
	Three-month budget review	PH	22 June
	Performance against SIP targets	All govs	Ongoing
	Agree newsletter updates on the budget, decisions made and governor roles	All govs	Once a term
	Safeguarding (standing item, to include CPOMS reports, safeguarding meeting summaries and accident reports)	PH	Ongoing