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SPRING Term 2021

The Governing Board of Daresbury Primary School

Minutes of the Full Governing Board Meeting held remotely on Thursday,
25 February 2021 at 17.30.

Meeting commenced 17.30

Composition of Governing Board:

Present	Name	Category of Governor	Date of end of tenure	Designated Role
✓	Mr M Pocock	Trust	31 August 2020	Chair of Governors, Arts, Safer Recruitment Trained
✓	Mr J Lavery	Trust	7 June 2024	
	Mrs E Robinson	Trust	30 June 2023	Literacy
✓	Mr M Sherwin	Trust	26 March 2023	Vice Chair, Training and Support, ICT, Mathematics
				Children and Young People in Care, Child Protection and Safeguarding, Anti-Bullying champion, Educational visits, Safer recruitment trained
✓	Mrs H Watts	Trust	31 August 2020	SEND, Science
	Mrs A Windridge	Trust	31 August 2020	
✓	Mr P Mackenzie	Parent	2 May 2023.	
✓	Mrs A Porritt	Parent	24 February 2025	
✓	Mrs Z Unsworth	Staff	10 July 2022	
✓	Mrs K Zuger	Staff	31 August 2020	SRE, Safer recruitment trained
				Principal, Safer recruitment trained, Child Protection, Children and Young People in Care
✓	Mrs C Roberts			
✓	Mrs A Dunabin			Clerk to Governors

Prior to the meeting all Governors present had agreed to meet remotely.

1. Apologies

Apologies had been received and were accepted from Mrs Robinson.
No apologies had been received from Mrs Windridge.

2. Declaration of pecuniary interests.

Mr Pocock declared his relationship to Mrs Pocock, manager of Moore pre-school.
Mr Sherwin's wife is a member of the PTA committee.





3. Membership

Mrs Porritt was welcomed to her first Governing board meeting as a Parent Governor and was thanked for joining the board.

There is a vacancy for a Trust Governor and there was no update on recruitment to this post.

4. Feedback from the MAT Board

Nothing to record.

5. Minutes of the meeting held on 5 November 2020.

The minutes were agreed and will be signed by Mr Pocock (Chair of Governors).

6. Matters Arising

Item 22: Kate Wittersley, the link trustee, is on leave of absence for six months.

7. Chair's Action

None to record.

8. Committee meetings and/or reports from governor with special responsibilities

Teaching and Learning – the committee chair reported that the school has outdated IT equipment. The DfE has given the school four laptops. Quotes had been requested for new laptops and ipads but the situation with DFC money is unknown.

Q: Will this reduce the numbers required?

A: No, I still want 15 of each so that they are all the same for all the children.

Children with SEND are receiving interventions and are in school for these interventions.

The remote learning offer has been excellent.

Finance, Personnel and Premises – the budget for this academic year has had to be completely re-set. The prediction is now that the budget will be overspent caused by the current circumstances. The staffing costs for the three year plan will be checked and will be discussed with the Finance manager on 26 February 2021.

Governors were advised that the articles did not allow for Mr Paget to be appointed as an Associate member of the board.

Concerns were raised in committee regarding Compliance Ed's role in school during Covid and now they have visited the school on several occasions.

9. School Status Report

The Principal referred to her previously circulated report and highlighted the following:

- A new MDA has started.
- Carl Ullthorn left the school at half term. Temporary cover for 10 hours pw week is in place and the cleaning contract with Cleaning Force has been increased temporarily. This is reviewed every fortnight and is cost neutral at the moment.





- Attendance figures referenced the autumn term and was a positive picture. Attendance at school has increased every week since Christmas. At the moment there are 73 children in school which equates to 43% attendance. Quite a few new children have come into school this week.

Q: How many children are coming into reception in September?

A: Currently there are 70 on this list, 14 of whom are siblings, I am predicting that we will be full.

Q: What contributes to the percentage figures in the table and what constitutes as engagement?

A: In order to be fully engaged children have to do all the English and maths. Staff have a tracker for their class which counts completed work and I review this every Monday. In Class 4 the Y3 children have had 100% engagement apart from the first week. Any child who has not engaged is on a list, teachers message the parents or child depending on their age. It has been monitored closely.

Q: Have we had any baseline data from the MAT or the LA?

A: No, we've not seen anything. There are four or five families across the school where we know the children haven't engaged. One of these children is now in school.

Q: What about Y6?

A: Video clips have been effective, Mrs Unsworth has insisted that the children join the live lessons.

Q: Do you think that all the children will be back on 8 March?

A: I'm expecting every child to be in school.

Q: Will you be doing any assessment when they come back?

A: We have been teaching the normal curriculum and so we will assess as planned at the normal time.

Governors noted that engagement is excellent.

Q: Do you think that parents will want the summer activities?

A: From what I can see this is for Y6 and Y7 so it will come from the high schools. We will not be doing summer school.

Q: Are there any SATs this year?

A: We will carry out SATs style tests including times tables. Staff did an excellent job catching the children up in the first half term and since then we have been teaching the normal curriculum.

Q: So, what about transition from Y6?

A: It's all part of the transition to high school and high schools talk to us about every child. We will feed back to parents on the outcomes of the assessments. We will put interventions in place as we always have done. Y6 and Y2 will take the 2019 tests so that we have a direct comparison.

- GLD is 63%; we are noticing the impact of the lack of pre-school experience. The cohort is nowhere near where the usual EYFs cohort is at this point.

Q: So, what are we doing?

A: There will be a several members of staff in that class so we can target quality

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teaching. Reporting against the early years goals has been suspended. A lot of targeted interventions will be taking place. We are identifying things that parents need to work on at home with the children.

- KS1 statistics are good, there are a range of abilities in this cohort.

10. Review of Performance Data

Teaching and Learning committee minutes refer.

11. Monitor the School Development Plan

The School Development Plan has been reviewed by Sharon Greer and Jo Knowles who spent time looking at it and were complimentary. Some minor changes were required and these will be done.

12. Monitor Catch-up funding

The review document had been circulated prior to the meeting. Claire Hallwood has reviewed the plan and the catch up funding is on track for being spent. Some will depend on what happens towards the end of the summer term.

13. Monitor the Contingency Plan for Remote Learning

Agenda items 8 and 9 refer.

The DHT presented examples of the work being set and done by children during remote learning.

14. Safeguarding

The risk assessment is on the process of being reviewed and will all be available prior to re-opening. A data protection review had taken place remotely. Mr Sherwin agreed to be GDPR link Governor.

ACTION: GDPR is required as a standing item on the agenda in future.

Q: Are there any safeguarding issues with remote learning?

A: This is why we have live sessions and drop ins so we can see the children.

15. Risk Assessment and Updated Protocols

Item 14 refers.

16. Policies

- RSE

RESOLVED: that, this policy was approved by the Governing board.

17. Director's Report

Received.

18. Budget Update

Item 8 refers.

19. Review Equality Information and Objectives

The introduction of Jigsaw has ensured a consistent approach. Staff will promote healthy relationships. There have been no bullying incidents. Staff robustly challenge inappropriate language.

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20. Governor Training and visits

- Training information has been received from Edsential it was noted that this training would be at a cost.
- Mrs Watts completed safeguarding training on 8 February 2021.
- Mr Lavery had completed e-learning modules.
- Induction training will be uploaded to Governorhub.
- The Governors newsletter was received.
- All Governors have completed the skills audit.

ACTION: Chair's 360° diagnostic will be completed as part of the self evaluation process by 26 March 2021.

RESOLVED: that, Governors agreed that minutes of meetings are a thorough representation of discussions and decisions made.

21. Governor Impact

- Governors have supported the school.
- Governors have a good understanding of home learning.
- Governors are mindful of staff welfare.

Governors thanked SLT and staff for their outstanding work.

22. Date and Time of next Meetings

Summer Term Thursday, 10 June and Thursday, 8 July 2021 at 17.30

Meeting closed 19.12 following discussion of confidential business

Mr M Pocock, Chair of Governors, Daresbury Primary School

Signed by email..........Date 14 June 2021

