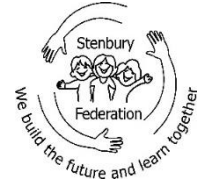


STENBURY FEDERATION

Interim Executive Headteacher: Mr M Snow
Chair of Governors: Mrs D Barker



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MINUTES OF THE STENBURY FEDERATION GOVERNORS MEETING HELD VIRTUALLY ON WEDNESDAY, 25th NOVEMBER 2020 COMMENCING AT 5.30pm.

Present:

Di Barker (DB) Chair – Local Authority Governor
Kate Green (KG) Co Vice-Chair - Co-opted Governor
Nicole Sturgess (NS) Co-opted Governor
Catriona Travers (CT) Parent Governor
Angela Dexter (AD) Schools Business Manager
Leigh Mannix Clerk

Polly Smith (PS) Staff Governor
Mark Snow (MS) Interim Exec HT – Godshill/C&R
Neil Jackson (NJ) Co Vice-Chair - Co-opted Governor

Vacancies: One: 1x Co-opted Governor

Key: **Challenge**, **Support**, **Ring-Fenced**, **Decision**, **Action**

Item	Minute	Action	By
1	4	Register of Interest forms need to be returned to the clerk or Governors to declare these on the Governors Hub.	
2	5	NJ, along with the working party, to meet with AD in January 2021.	NJ/KG/AC /AD
3	8	The Pupil survey had not taken place yet, but Governors would like the student's views.	MS
4	8/10	The SIP/SEF to be sent to Governors.	MS
5	12	It was agreed that the First Aid policy be amended and presented at the next Governors meeting. The Leave of Absence Policy be amended and Wroxall be removed from the policy. This policy is not due for review until 2022. To replace names on policies with respective roles.	Clerk
6		DB/LM to explore other ways of meeting virtually.	DB/Clerk

1 **Apologies & Welcome:**

Apologies: Andy Creed.
DB welcomed AD to the meeting.
Mentors for the new Governors would be, NJ to mentor PS, KG to mentor NS and DB to mentor LN.
DB thanked the mentors.

2 **Declaration of Interest:**

DB declared that she is also a Governor at Barton Primary School to be a link between the Governing Bodies.
KG declared that she is also a Governor at Wroxall Primary School.
It was agreed that there was nothing on the agenda that would require any of those making declarations to step away from the meeting.
No further declarations were made in relation to the agenda items.

ACTIONS
Accepted

I certify that these minutes are a true and accurate record of the Governing Board Meeting.

Diane Barker

9th December 2020

Signed.....Chair/Vice-Chair Date.....

3 Order of Business:

One change to the order of business, item 8 to be discussed at item 5 on the agenda as NJ would need to leave the meeting by 6:15pm.

4 Register of Business Interests:

There were some outstanding registers of business interest. **Forms need to be returned to the clerk or Governors to declare these on the Governors Hub.**

5 Finance Report/Working Party Report:

The Finance reports had been circulated ahead of the meeting. Changes to the budget had been made, but there is still some work to do. There may be some financial support from the Government, but this as yet is unclear.

As long as there was no major financial crisis, or unforeseen expenditure that cannot be predicted, **DB proposed the budget should be taken to the LA as stands, seconded by CT with all in agreement.**

AD had met with CB.

NJ, along with the working party, to meet with AD in January 2021.

Thanks to CB and everyone for putting the budget in place to secure the future.

6 Scheme of Delegation:

The amended scheme was circulated prior to the meeting. **This was approved by DB, seconded by MS with all in agreement.**

7 Minutes of the Previous Meeting:

The minutes from the meeting on 30th September 2020 were circulated ahead of the meeting. There would be one amendment to the minutes. DB informed Governors that following guidance from the LA, Governing bodies are only permitted to have one Vice-Chair. Therefore it was agreed that NJ take the role of Vice-chair at this time. KG was happy to take a step back from this role.

The minutes were proposed by DB with this amendment, seconded by KG with all in agreement.

8 Matters Arising:

The matters arising were circulated ahead of the meeting and taken as read. The following issues were discussed:

- a) Item 14: NS would be meeting with the SENDCO on Wednesday 2nd December at 10am, KG requested to be at the meeting, but wondered if there could be a time change. NS would email the SENDCO.
- b) Item 14: PS would monitor the well-being survey with LN and would complete this before Christmas.
- c) Item 16: The parent survey had seemed positive, one issue had been lack of communication, but this should now be resolved with parent’s evenings, albeit not in the normal way of communicating, having taken place. **The Pupil survey had not taken place yet, but Governors would like the student’s views.**
- d) Item 16: **The SIP/SEF to be circulated to Governors.**

9 Headteachers Report:

The LLPR for Chillerton & Rookley had been circulated prior to the meeting. The report was very positive and it was hoped that Godshill would be in a similar position when theirs takes place on Monday 30th November 2020. MS was optimistic that it would have a positive outcome. Provision is good at C&R and the LA is pleased with the evidence and action plans. The children are learning, but numbers are falling with some parents choosing to home school during Covid-19. The picture is positive in the report and it is fortunate to have the extra staff at C&R as there have been issues with illness and absence. JW, the LLPR was very pleased and had fed back to NS of the LA.

The visit was not conducted in the conventional way, but virtually with an iPad.

With regard to data there are some gaps, this is due to student’s time off during COVID. Children need time and not pressure, balance is needed.

There have been no COVID related incidents at Godshill or C&R. Although a few schools across the

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Siara Parker

9th December 2020

Signed.....Chair/Vice-Chair Date.....

Island have had cases, these incidents were isolated with no one else being infected apart from the main case.

MS wanted the last two weeks of this half term to be as fun as possible for the children, although there will be no Christmas cards this year, there would be donations for the local foodbank instead.

Christmas dinners will be eaten in the classrooms, which will be decorated and movies playing. There will also be an evening movie and Staff will entertain the children.

Thank you to ASDA for donating the Christmas tree at Godshill, with the children making decorations for the tree. C&R have still to put theirs up.

Reminders are going to staff to stay within the guidance, to keep their distance and protect each other. The staff are very busy and there is a pleasant buzz amongst them.

DB, on behalf of the Governors, would like to thank all the staff and for the positive report.

10 School Improvement Plan:

The SIP/SEF to be circulated to Governors.

11 Governor Matters:

- a) The minutes to this item are restricted.
- b) Nothing to report.
- c) This will be completed in the New Year.
- d) DB/KG will be attending a Safeguarding Course.
- e) Nothing to report.
- f) Nothing to report.

12 Policies for Review:

The schedule of policies for review was circulated ahead of the meeting.

The following policies were presented to the meeting:

- o Pay Policy (LA)
- o Fair Access Protocol (LA)
- o Freedom of Information Publication Scheme
- o Health & Safety
- o Fire Risk Assessment
- o First Aid (Draft)
- o Data Protection
- o Emergency Plans
- o E Safety & Acceptable Use
- o Maternity Provision (LA)
- o Nutritional Standards & Healthy Eating Policy
- o Social Media Policy (LA)
- o Leave of Absence Policy
- o Charging & Remission Policy

It was agreed that the First Aid policy be amended and presented at the next Governors meeting.

The Leave of Absence Policy be amended and Wroxall be removed from the policy. This policy is not due for review until 2022.

To replace names on policies with respective roles.

The remaining policies were proposed by KG, seconded by MS with all in agreement.

13 Correspondence:

No further correspondence received for consideration.

14 Impact of the meeting

DB: Governors getting much better with the technical side of the meetings and bearing with any issues. Hopefully Governors will be able to meet again with social distancing in place. It is positive how the leadership and provision at C&R is good.

I certify that these minutes are a true and accurate record of the Governing Board Meeting.

Diane Parker

9th December 2020

Signed.....Chair/Vice-Chair Date.....

KG: The technical issues are challenging and the Governors hub is helpful.

MS: The technical issues are similar at Barton and who knows what the New Year will bring.

15 Date of the Next Meetings:

5.30pm Wednesday, 9th December 2020 to be held Virtually – **DB/LM to explore other ways of meeting virtually.**

5.30pm Wednesday, 27th January 2021.

There being no further business to discuss the meeting closed at 6.47 pm.

I certify that these minutes are a true and accurate record of the Governing Board Meeting.

Hannah Parker

9th December 2020

Signed.....Chair/Vice-Chair Date.....