

Meeting of the Governing Body 11th January 2022

The governors held a virtual meeting via a zoom link. School staff ensured that all necessary papers were made available to every governor prior to the meeting.

brief summary of key matters discussed

Governor Resignation

VW advised that, with regret, he had received Michelle Letley's resignation as a staff governor, for personal reasons. The governors expressed their immense appreciation for the excellent work she has undertaken over the years and for her contribution in adding value to the board's work.

ND will ask if any support staff are interested in the opportunity to join the governing body.

Head Teacher's update

Children have settled well into the new term. The school community is behaving with great common sense and guidelines are being followed. After school clubs are again available for children.

Covid has impacted a number of staff in recent months. This has placed healthy staff under considerable additional pressure; they have responded by working closely as a team and have been amazingly supportive of each other. ND, EP and RC have also been covering classes as well and as a result the school has, to date, been able to cover classes without the additional expense of employing supply teachers.

Christmas performances were outstanding and staff were rewarded for all their hard work and professionalism by the enthusiasm and confidence displayed by the children and the sense of community amongst parents that the events generated.

End of term data was shared and the Head has met phase leaders to identify any areas of concern and plan work going forward. One member of staff will shortly begin working alongside the local authority moderation team on writing.

The Leadership team provided much detailed information to inform the Autumn Term SIP ((School Improvement Plan) review and the local authority Sip adviser's report has been filed following two long, and very thorough, virtual visits. Leechpool was the both first and last school that she 'interviewed' and her report showed that she is very positive about the value of all the work undertaken by staff and the resulting beneficial impact on Leechpool's children.

The building work on the new library and associated changes has already started and is going well. Arrangements have been made to ensure the safety of children and staff during this work.

Shine's Dave Cole is coming in to work with the staff on deep dives in PSHE and Music on 24th January.

Caterpillar Nursery update

The nursery had 8 new starters this term plus 2 at half term. The nursery will then be full. There are 28 children leaving in the summer to go to school. The nursery staff are attending a variety of training courses.

There are 96 children on roll for the after-school club and 6 staff employed. There is a range of activities for the children to do.

The Christmas activities all went well and they have received positive feedback from the parents.

On the inset day, 28 February, the nursery staff will be working with the early year's staff. GM will organise Woods for Learning with the nursery for the summer term.

Action Plans for School and Nursery were provided to governors before the meeting and a copy was given to the SIP.

JA and KJ have looked at the nursery accounts to get an understanding of its financial position. Amy Jordan (AJ) will be supported in her regular recording of these accounts by Leechpool's Business Manager.

ND, KS and MDM are continuing to work on the integration of the nursery and school.

Hannah Kemp (HK) is Leechpool's Early Years Phase Leader. KS to sit in on HK's progress meeting with ND, EP and RC. They will look at target children and make any appropriate adjustments needed to ensure that the nursery provision is appropriately aligned with the school.

Skills Audit and Training

The results of the recent governors' skills audit suggests that, between them, members of the Governing Body have a good range of appropriate and important skills. Succession planning, however, needs to be considered and some areas that governors may consider examining include Chair Experience; HT Appraisal Panel; Being Part of a Panel; Interpreting Budget Monitoring. Many opportunities for appropriate courses are available through the West Sussex Services for Schools, currently as a mixture of E Learning and Zoom training.

Impact of Meeting

A different governor reports in writing to Leechpool's staff after each meeting of the governing body. It was thought that the professionalism of these reports could be further strengthened if a consistent approach was adopted in the writing of these important impact reports. A recommendation will be made at the next meeting.

Health and Safety

SC will henceforth report to fellow governors on Health and Safety at each meeting.

Health and Safety is an agenda item on every weekly PDM (Professional Development Meeting) allowing staff to raise any issues. Support staff can raise any issues in their meeting.

Each class now has a CO2 monitor, the readings are taken twice a day and DC collates the results.

Date of next meeting

The next meeting of the Governing Body will take place on 8th February 2022 at 6.30 pm

Details of the members of the school's Governing Body can be found at <https://www.leechpoolprimaryschool.co.uk/governor-profiles>

Parents with children currently at the school are welcome to contact governors with questions or general feedback. Please note that parents should always contact the school directly with any concerns.

Initials of governors and any other individuals 'in attendance' at this meeting are as follows:

ND – Nicola Davenport – Head Teacher

JA – John Adams – Joint Lead for Finance

KB – Katie Beange – Parent Governor

DB – Derick Bostridge – Lead for Public Relations

SC – Sarah Cullern – Enrichment Leader and subject leader for Modern Foreign Languages

JD – Jayne Dowell – Clerk to the Governors

OE – Olivia Ellery – Lead for Human Resources

MDM – Maria DiMartino – Parent Governor (Governor, Leechpool Caterpillar Nursery and After-School Club)

KJ – Katie Jesse – Joint Lead for Finance

GM – Gary Marlow – Lead for PE and Sports Premium

SP – Sara Page – Lead for Parent Liaison

EP – Emma Paine - Assistant Head Teacher and Lead for Inclusion and Achievement SENCO with responsibility for all aspects of SEND and Inclusion (**in attendance**)

KS – Kate Summerhayes - Caterpillar Nursery and Afterschool Manager (**in attendance**)

VW – Vinod Wagjiani – Chair of Governors, Joint Lead for Child Protection/Safeguarding, Lead for Internet Safety

Apologies: JB – John Bentley – Vice Chair of Governors and Joint Lead for Safeguarding