**Meeting of the Governing Body 2nd February 2021**

Once again, the governors held a virtual meeting under the same arrangements as previous virtual meetings. The relevant school staff had ensured that all necessary papers were made available to every governor prior to the meeting.

**brief summary of key matters discussed**

**Head Teacher’s update including premises**

Nicola Davenport’s report was made available to the governors prior to the meeting.

The following summary provides information relating to key areas:

Reception will be full for September 2021, although due to the current situation the parents have been unable to visit the school. There are 23 families wishing to join from Leechpool Caterpillar Nursery.

There are no SATs this summer for Year 6 & 2. Progress meetings are being held to ensure all children are receiving the support they need.

Teachers have received some excellent free training on google classrooms through JSPC. JSPC are sending a copy of the online training, to allow the teaching assistants to be trained on Google classrooms as well.

Attention is being focussed on remote learning, particularly with year 6, as a result engagement has increased. The school is working hard to prepare year 6 for transition to secondary school.

Two pre-recorded Google Classroom lessons have been made available for the governors to watch

The school has received many positive messages relating to its provision of remote learning. Home visits have been made to the very few families who have not been engaging with home learning and these visits have improved their response. The Link Advisor from the West Sussex met with the Head and Assistant Heads; she spoke well of the school’s bespoke approach to the children’s learning (ie Leechpool does not take a ‘one size fits all’ approach).

Safer Internet week starts at the school on 8th February. VW is preparing a video for KS1 and KS2. The governors will be able to view the video when available.

Staff all seem positive and happy. ND has a virtual meeting with staff every Friday so they can raise any concerns.

Plans for the new staff room and library are being developed.

A survey, of the school roof, is being carried out next week for further solar panels where the energy will be stored in batteries for the school to use.

**Budget Review**

A comprehensive budget review was undertaken at this meeting and the governors continue to believe that the school remains on track to deliver to forecast, or better.

**Governance Briefing update**

JD gave an overview of the briefing to the governors. Briefing papers have been put on E schools for the governors to read.

**Inclusion Report**

EP provided a report for the governors prior to the meeting. There are 3 children with EHCP’s, one of the children is now attending school. The school has offered 15 laptops to families, 10 laptops have been given out.

The governors thanked her for all her hard work in working with the families and other agencies during this difficult time.

**Policies**

Health & Safety, Complaints, Grievance, Staff Sickness, Recruitment & Selection, SEN & Inclusion and Single Equality policies have been updated.

JD has put the Charging policy on E Schools, if anyone has any comments please let JD know before the next meeting

**Subject Reports**

Governors were pleased with comprehensive subject reports. The governors applauded the key headings and content in these new format reports.

**Health & Safety**

All risks assessments are up to date. The school is cleaned thoroughly every evening.

All staff have received their lateral flow tests and are testing themselves twice a week.

There are 15 spaces in each year group, for key workers and vulnerable children, not all year groups are currently full. The school will help and support any families who are struggling.

**Any Other Business**

The hot and cold water piping into the classrooms needs replacing elements are corroded. The school has the funds to cover the work; ND will look at doing the cold water first and then replace the hot water pipes.

The next meeting of the Governing Body, which will also be a virtual meeting, will take place on 8th March, 2021.

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:

SH – Stephen Humphreys – Chair of Governors

ND (or, ‘the head’) – Nicola Davenport, Head Teacher of Leechpool School.

JA – John Adams – Joint Lead for Finance

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

DB – Derick Bostridge – Lead for Public Relations

RC – Robert Cooper – Assistant Head – Curriculum and Achievement (in attendance)

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

KJ – Katie Jesse – Joint Lead for Finance

ML – Michel Letley – Curriculum and School Liaison Lead (HLTA);  Premises/Health & Safety

GM – Gary Marlow – Lead for PE and Sports Premium

EP – Emma Payne – Assistant Head - Inclusion and Achievement; SENCO (in attendance)

SP– Sara Page – Lead for Parent Liaison

EP – Emma Payne – Assistant Head - Inclusion and Achievement; SENCO

VW – Vinod Wagjiani – Lead for Internet Safety

Apologies were received from Fiona Franklin – Lead for SEND