



MINUTES
FROM THE MEETING OF THE
LOCAL GOVERNING BODY
OF STANCHESTER ACADEMY
HELD ON
THURSDAY 24 SEPTEMBER 2020 AT 5.00pm

Actions from Stanchester LGB Meeting on 24 September 2020

Item Reference	Action	Person Responsible	Due Raised
1.2	FD to forward Declaration forms, Code of Conduct and KCSiE to MW.	FD	24/09/2020
1.4	PLE to connect Officers with Trust Leads	PLE	24/09/2020
1.4	GJ to forward out role description to Governors	GJ	24/09/2020
2.0	JW to provide report on FTE, safeguarding etc for the next LGB meeting.	JW	24/09/2020



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Members

-	Rosemary Atkinson	RA	
✓	Jenna Burrow	JB	
✓	Nikki Holt	NH	
✓	Amy Joynes	AJ	Head Teacher
✓	Dale Newson	DN	
✓	Judy Watson	JW	
✓	Mark Wilkins	MW	

**In
Attendance**

✓	Fran Davis	FD	Clerk
✓	Jane Gillespie	JG	
✓	Peter Elliott	PLE	CEO
✓	Greg Jones	GJ	Company Secretary

1. Procedural Matters

It was noted the previous Chair had stood down and the new Chair, Mike Robbins, who had been appointed by the Board, was unable to attend this meeting, therefore Peter Elliott chaired the meeting.

1.1 Apologies for absence and acceptance/non-acceptance

Rosemary Atkinson had tendered her resignation from the LGB and did not attend.

1.2 Declarations of Interest – new forms

Forms had been received from JB, NH, DN and JW. MW had not received the forms and FD to forward these out together with Code of Conduct and KSCiE.

Action – FD to forward Declaration forms, Code of Conduct and KCSiE to MW.

FD

1.3 Election of Vice Chair

Mark Wilkins agreed to stand as Vice Chair. Proposed by NH and seconded by JW
JG offered support to MW

1.4 Appointment of Officers

Safeguarding – Judy Watson
SEN – Nikki Holt
H&S – Dale Newson

PLE explained the roles of the officers and would arrange for the Governors to be linked up with Trust Leads in order to fully understand their roles.

GJ also advised there were role descriptions being prepared and these would be forwarded out when approved.

Action – PLE to connect Officers with Trust Leads

Action – GJ to forward out role description to Governors

PLE
GJ

1.5 Governor Training

GJ explained they were looking to organise relevant training sessions for all governors across the Trust. These would be central events that anyone could attend.

It was agreed that Governors would advise GJ or the Chair if they had any specific training needs

1.6 Code of Conduct

All Governors who had received the Code confirmed they agreed to it.

1.7 KCSiE (Part 2)

All Governors who had received the document confirmed they had read and understood it.

1.8 Minutes from the meeting held on 9 July 2020

Minutes were agreed as accurate and would be signed at an appropriate time.

It was noted that the meetings should commence at 5.30pm.

1.4 Matters arising not covered elsewhere in the meeting.

Actions outstanding

- EF to present the plans for CPD to Governors in the next academic year – **Outstanding** This will be arranged for the next meeting.

- EF to provide a report to Governors on the strengths and areas of development for teaching and learning and standards at the academy – **Outstanding** this will be an agenda item at the next meeting.
- MC to present the Review to Governors in the next academic year – **Outstanding**
- MC to arrange with AR to forward out Safeguarding audit to Governors - **Completed**
- JG will forward a brief update to all governors as unable to connect to the meeting - **Completed.**
- MW to put together a presentation from the forum for Governors **Outstanding** MW will arrange this for next meeting.

2.0 Reopening and Update Report

AJ advised Governors had been sent out weekly fliers and updates to keep them informed but the report on Trust Governors was an update on the most developments.

- Staff timetables have started to settle following a few 'tweaks' and will continue to evolve.
- Next phase will be reducing the bubbles down so if a case occurs we do not have to have so many children away.
- We will be comparing FTE every half term. There have been 9 FTE since start of term. One pupil has been excluded today. Pupils are pushing the boundaries; it is low level antics but we need to be firm on the rules.
- Timetable has been set up for PE however we need clarity from the LA on the rules as we do not feel comfortable asking students to stay in their PE kit all day.
- Attendance has dropped from 97% in week 1 to 92.7% in week 2.
- There have been some anxiety issues from students using the buses.
- The Trust have put in place an online teaching package and we can access this when we wish. It is likely to be used for long term absence.

It was asked how are you managing with colds vs Covid symptoms

We have put together a flow chart for everyone to follow, this has made a big difference especially for the staff. We have currently used three of our tests and have ordered more.

- We are concerned at the number of families who are not observing social distancing rules when outside of school. We will be sending out to parents a reminder of their responsibilities.
- A lot of safeguarding concerns but not higher than usual.

- Intervention spaces in bubbles have been set up for high needs students.
- Key point will be identifying students that will need catch up. National reading test will form part of this assessment.
- Keen to offer some 'normal activities' even if we have to adapt them.
- New staff have settled in well
- Art installation was a success
- Hello Yellow in October 9th has been planned
- Year 8 parents evening next week
- Open Day will be a video release

It was agreed an update report on FTE, safeguarding etc from JW would be useful.

Action JW to provide report on FTE, safeguarding etc for the next LGB meeting.

JW

It was asked if flu jabs would be available this year Year 7 will have them but we have yet to receive advice on how this will be undertaken.

PLE advised the Trust has explored the cost of flu jabs for all staff and the main issue is how to make them available and ensure the take up as the cost is about £9.00 per person.

A Governor wished to pass on the positive feedback received from parents on how well Stanchester has done in making the school safe. Parents are happy for their children to return and the children want to go to school.

PLE advised the feedback from the Trust HT's is that the schools feel calm and the routines are embedded. We have established an effective working pattern.

- Staff survey was sent yesterday and 29 responded. To give an example of how staff are feeling on a score 1-4, with 4 being great, most responses have been at 3 which is encouraging.
- We also want to establish what practices have worked well during Covid.

It was noted that the challenge is the gap in pupil's learning AJ advised that the teachers in year 10 and 11 are now seeing the students every day and this is helping address the gaps. Our focus will be having an accurate baseline for years 7,8 and 9.

What percentage of year 10 and 11 were undertaking the home working

It is difficult to know on teams but we were most worried about year 9's at that time. The year 10's were good and most returned onsite in June.

How are breaks/lunchtimes working
There are staggered lunchtimes and they are time consuming as this and breaks appear to last all of the day.

What will happen on wet weather days.
We do have a wet weather plan which we used the other day but it needs tweaking. The biggest issue with it is cleaning between groups.

10 **Date of next meeting – 12 November 2020**