



**CHESTNUTS PRIMARY SCHOOL
GOVERNING BODY**
Minutes of Full Governing Body Meeting held on
Thursday 4th February 2021 via Zoom at 6:30pm

Local Authority Governors (1)	Expiry of Term	Foundation/ Trust Governors (2)	Expiry of Term
Maureen Duncan	14/09/21	Hugh Merritt (Chair)	15/09/23
		Vacancy	
Parent Governors (4)		Staff Governors (2)	
Christian Lund	04/07/23	Mavis Scott	04/07/23
Angeline Conaghan	04/07/23		
Kalvi Nadarajah	13/12/21	Katie Horwood, Headteacher (<i>ex officio</i>)	
Vacancy			
Co-opted Governors (5)			
Kaley Foran	02/12/24		
Hannah D'Aguiar**	19/09/22		
Hannah Marr	04/07/23		
Clare Matthai	02/12/24		
Vacancy			
Also Present: Carole Newton, Sharon Bolton – Clerk			
<i>** denotes apology tendered</i>			

Part 1

1. Declarations of Interests

There were no Declarations of Interests.

2. Minutes of previous meeting

The minutes were agreed as a true record.

3. Matters arising

3.1 Item 9m - School Street

No further update.

3.2 Vacancies on Governing Body



- 3.2.1 There is one Coopted Governor vacancy and one Parent Governor vacancy.
Action: The Parent Governor vacancy will be advertised next half term.
- 3.2.2 **Action:** Hugh will speak to Brenda Bruno from HEP about potential Co-opted Governors.
Hannah also knows someone who is interested but they do not live locally. She will see if they are interested.
- 3.2.3 There was a question about maintaining virtual meetings or a blended approach. This will be discussed as the term progresses.

4. Committee reports (inc. approve ToRs)

4.1 Standards

- 4.1.1 There is limited data, but teachers are still conducting assessments. Even though there is little data analysis, the committee is satisfied that the assessments are adequate.
- 4.1.2 The quality of online learning has improved since the last lockdown.
- 4.1.3 There are opportunities for small group work. All lessons are recorded. The quality of delivery is consistent and is being monitored by Senior Leadership Team.
- 4.1.4 Attendance online is very good and support is available.
- 4.1.5 There was an online survey of parents. The positive comments are a tribute to the school. They were overwhelmingly positive. There is a real sense that the school will continue to develop and offer small group sessions and individualised learning. In general parents want more time with their child's class teacher. 80% of families feel that the pupils are getting the right amount of work.
- 4.1.6 Pupil wellbeing is being prioritised. The school is considering down days. Things are moving in the right direction.
- 4.1.7 There was an extensive report on SEND children. Mavis is making sure that learning is individualised accordingly at home and in school. The SEND provision is of paramount important. EHCPs and PCR's are taking place.
- 4.1.8 Teachers are in school at least one day per week.



4.1.9 Both Year 2 teachers have had Covid-19. It has been difficult to cover those classes and parents have not been informed about the challenges being faced.
Action: The Head will write to Year 2 parents to talk about the way forward.

4.1.10 No safeguarding issues were raised.

4.1.11 The early years group in school is now at full capacity.

4.1.12 **Action:** The Chair and the Head will write a joint letter to parents to explain the school's position concerning the number of children in school.

4.1.13 It was suggested that the school should let parents know about the future of the online offer.

Carol will be sharing this information at the small group tech sessions and the Head will share it in the assemblies.

4.1.14 Some teachers are finding delivering online sessions very difficult. Staff appreciate being in school one day per week. Everyone is tired at this point of the year.

4.1.15 **Action:** The Head will share samples of online lessons on Governorhub.

4.1.16 The use of technology will be one of the greatest legacies of the pandemic.

4.1.17 The school has loaned about 80 devices to families. The school have asked for families to return the chrome books where it is clear that they are not being used.

4.1.18 **Ques:** is there anything in particular that is needed for the reopening on 8th of March 2021.

Ans: The school is awaiting the DfE guidance.

i. There are no positive cases in the schools during the last six weeks.

ii. **Ques:** Are there any issues with the South African trait?

Ans: The Public Health team have been very supportive. There is no cause for concern at this time.

4.2 Finance

4.2.1 There was a major discussion about cash flow. The loan application was not submitted on the advice of the Local Authority Finance officer. Instead the school was offered an advanced loan of £50,000 to carry the school through the rest of the financial year.



4.2.2 The main short-term concern is that there are a few major payments due in April 2021 which will result in negative cash flow.

Elliot is speaking to the suppliers to see if they can charge the school quarterly in order to reduce payments in April, otherwise a further cash flow loan will be required.

5 LINK Governor

No updates.

6 Approval of Nursery Admissions Policy

6.1 The reception numbers for new starters are low, but the Head feels that these will go up once schools fully open up. There are concerns for the nursery numbers as families relocate or prefer to keep their young children at home.

6.2 There are no major changes to the Admissions Policy.

6.3 **Action:** The Head will use local channels and social media platforms to advertise the nursery vacancies.

6.4 The Governors approved the Nursery Admissions Policy.

7 AOB

Ques: Is there anything that could be offered to staff in appreciation of their hard works, commitment and tenacity?

Action: Maureen and Katie will work on this.

Meeting ended at 7:25pm

Signed by Chair/Vice Chair

Date