

## **THE GOVERNING BODY OF HOWARD PARK COMMUNITY SCHOOL**

Minutes of the meeting of the Governing Body held at the School at 6:00 pm on Wednesday, 14 July 2021.

### PRESENT

Mr G Muir (Chair), Mr O Bryden, Ms V Edmondson, Mrs V Farrell, Mrs J Galloway, Mrs J Hayes, Mr R Jeffrey, Mrs R Jinks, Mrs J Leighton, Mr J Pickles

### In Attendance

Mrs A F Jewell (Minute Clerk)  
Mrs S Mollett (Deputy Head Teacher)

#### 90. APOLOGIES FOR ABSENCE, CONSENT AND DECLARATIONS OF INTEREST

Apologies were received from Mrs J Hayes and Mr K Huby (both with consent).

There were no declarations of interest.

#### 91. NOTIFICATION OF ITEMS TO BE BROUGHT UP UNDER ANY OTHER BUSINESS

The following item was notified to be brought up under any other business:

- Vision Statement.

#### 92. REPRESENTATION

##### Appointment of Co-opted Governors

It was agreed to defer this item to the next Governing Body meeting in September. Governors were advised that there were two possible applicants.

#### 93. MINUTES OF THE MEETING HELD ON 5 MAY 2021

RESOLVED: That the minutes of the meeting held on 5 May 2021 be approved by the Chair as a correct record and signed at a future meeting.

#### 94. MATTERS ARISING

##### Any Other Business – School Uniform (Minute 88 refers)

This item will be re-visited next year. A uniform exchange is due to be held during the following week.

#### 95. REPORTS FROM COMMITTEES

##### (a) Finance Committee

Mr Bryden reported that the Committee had met on 1 July. The Committee had discussed the following:

- Covid and were pleased to note that £20,000 had been refunded for Covid spending which was unexpected.
- New library.
- Health and safety inspection completed.
- Use of site next door.

(b) Standards & Effectiveness Committee

Mrs Edmondson reported that the Committee had discussed the curriculum at their meeting held on 1 July. The Head Teacher reported the following:

- Year 1 less able children have caught up. The School knows which children to target next year. A timetable has been set up to enable a range of interventions and additional support to be provided. This will incur additional spending of approximately £60,000 to cover additional support staff. Pupil Premium (PP) funding will be used for this.
- The number of FSM has risen from 52 to 60.

**Q: Do you have a report on PP?**

**A:** We will be completing this during the summer break and allocating costs to the SIP also.

- Phonics is at approximately 80%. Previously the School has been slightly below national. 5 children did not achieve their phonics, two did not have the capacity. The others were very close, one of these had less than 50% attendance. If it had been a 'normal' year phonics would have been exceptionally strong. Mrs Mollett was commended for her progress with the phonics cohort as some of the pupils within this data have missed the best part of 6 months in School.
- Reading data is down due to not as many pupils reading at the same level at home. This will be a focus next year as well as increasing parental reading at home. The new library will help.

96. HEAD TEACHER'S REPORT AND GOVERNORS' QUESTIONS

The report had been circulated to Governors prior to the meeting. The Head Teacher gave a verbal summary and invited questions from Governors. The following were discussed:

(a) Attendance and Covid

The numbers of persistent absentees has shrunk further. Generally, a vast majority have improved.

**Q: How many missed days would attendance be if it was 90%?**

**A:** It would mean a pupil missing one day every two weeks. Pupils are tracked and ideally, we would want attendance to be over 97% but this is an aspirational target.

**Q: Will that help if you were wanting to track a child if they weren't at where you would want them to be?**

**A:** We know who the persistent absentees are and which children aren't in School.

**Q: How does this impact on their progress?**

**A:** This would be on a child by child basis. One day off can look quite significant. Those who are isolating are marked with an 'x' as this is removed from the calculations as they are not allowed to attend School.

**Q: Is the work that is sent home the same that they do in School?**

**A:** Since January/February if a child is away, we try to get them to log in through Teams and do the lesson live so that they can join in. Up until the last few weeks we have had few children off from March-June. Unfortunately, this has just gone up in the last few weeks.

**Q: Did you get a refund for the Year 6 trip?**

**A:** We will get one and we are looking at trying to go something for them next week.

(b) School Development Plan

The SDP was tabled to Governors, the Head Teacher spoke to the contents. Targets for the SDP will be reduced. An updated plan will be shared with Governors in September. In the meantime, Governors were asked to contact the Head Teacher if they wished to contribute anything.

(c) Year 6

The cohort are all currently isolating and their leaving assembly will be held outdoors. The prize giving assembly will happen via Teams, but with some changes.

The Head Teacher was thanked for his report.

97. STAFF WELLBEING

There were currently no issues apart from most staff were tired after a hard year and were looking forward to the end of term.

98. LONG TERM STRATEGIC OBJECTIVES

An objective agreed was securing a 'good' result from the next Ofsted visit in the shorter term. Agreed to revisit in September for longer term objective of Outstanding.

99. SAFEGUARDING & SAFEGUARDING AUDIT

The report compiled by Ms M Hodges from the LA had been circulated to Governors prior to the meeting. Governors discussed the suitability of a section regarding suicide but agreed to keep it in the policy.

100. REVIEW OF POLICIES

RESOLVED: That the following policies be approved:

- Code of Conduct.
- Complaints (subject to updating of dates etc.)

101. GOVERNOR TRAINING AND GOVERNOR VISITS

The Chair, Mr Bryden and Mr Jeffrey had all completed visits to look at implementation following up on their impact visits earlier in the year. Reports will be written up during the summer break.

Governors were reminded to advise Mrs Farrell if they complete any training.

102. GOVERNING BODY SELF REVIEW

See separate review document attached.

103. ANY OTHER BUSINESS

Vision Statement

The Head Teacher advised that the School vision statement had been re-written. This will be shared with Governors in September.

104. DATES OF FUTURE MEETINGS AND POSSIBLE AGENDA ITEMS

**RESOLVED:** That the next meeting of the Governing Body (Annual Meeting) be held on Thursday, 16 September 2021 at 5:00 pm at the School.

Agenda Items

- SEF.
- SDP.
- Vision Statement.

105. AGENDA, MINUTES AND RELATED PAPERS – SCHOOL COPY

**RESOLVED:** That no part of these minutes, agenda or related papers be excluded from the copy to be made available at the School, in accordance with the Freedom of Information Act.

*The Chair closed the meeting at 8:26 pm*