

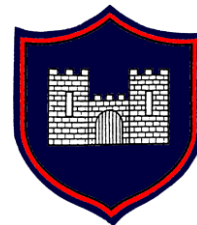


Oldcastle Primary School

Inspire ★ Motivate ★ Educate

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Minutes FGB Meeting 1.7.20 – Virtual Meeting due to Covid-19

1. Apologies - None

Present -

Barrie Lewis, Jeremy Thompson, Ceri Littlewood, Sara Peters, Clare Davies, Nerys Sales, Damian Faulkner, Neil Harris, Rachel Evans, Lyn Walters, Heather Holder.

2. Minutes FGB, Finance, Curriculum and 2 emergency Covid Meetings

For Information	To be Actioned/Response
- FGB Meeting 29/4/20 - Curriculum Meeting 13/5/20 - Finance Meeting 10/6/20 - Covid Meeting 12/6/20 - Covid Meeting 22/6/20	All minutes were agreed by all present, they will be signed at the next opportunity due to the virtual nature of the meeting.

3. Matters Arising

For Information	To be Actioned
- Update on TLR, there is one appointment outstanding and a further discussion will take place next week regarding this. - Engagement on home learning has dropped slightly following the return to school plan, however it is still high, all non-engagers will be contacted this week. - It is worth noting that the majority of parents are happy with the way the school has approached home learning, however there are some parents who are not pleased, a very small number have been critical, feeling that the school offered too much learning and should have concentrated on wellbeing a little more, and also that the school could have been less formal in its offering. - The next step is to look at a blended learning option for September, offering both school based and home learning, the school will have to consider all options taking into account children who may have a parent at home and also children who will not have a parent at home to help, addressing this will be critical. The emphasis being placed on	A governor asked what the school was going to do about it? The Head advised that the school had taken the criticism on board and responded by adapting work and tweaking it where necessary however as professionals, parents would have to trust that the school would do what was best for all the children. In addition it would be worth considering a bigger challenge on how the school could engage and support more parents in the future, particularly if home learning continues.

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engaging all children in home learning as well as school based learning. The school is hopeful that a plan will be in place by the end of term to consider the remote learning environment and how to build upon it. • A governor asked if the school could retrain teachers in this area and what the cost would be? • Finance Update – costs have been provided to the LA on the spend to date around Covid and the school is hopeful there will be some re-imbursement from WG. A claim has also been submitted for lost income and we await a response on this. • Underspend from 19/20 Update – the underspend plans have been agreed and planned projects will go ahead over the summer months.	• At this stage this is all unknown, the school is awaiting guidance and would consider all options, but it is hopeful that a plan could be built in the next few weeks and that a pilot would be ready for September.
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4. Report of the Corporate Director

For Information	To be Actioned
• The Directors report for the summer term is not yet available due to the Covid19 pandemic, the LA will provide an update at the earliest opportunity.	• Noted, the report will be sent out as soon as it is available.

5. Annual Report to Parents

For Information	To be Actioned
• This year's report will be a best endeavour document, a number of areas are not required following guidance from WG. • Letter to parents – Clare Davies • SENCO –Lyndsey Hodgson/Nerys Sales • Attendance and Data – not required • Curriculum – Neil Harris • Finance – Barrie Lewis	• AGREED by FGB Present, Addell Whiteley will send out a list to all those nominated to write a section with a date for return. Ideally the report will be ready early in the Autumn Term.

6. Governor Update

For Information	To be Actioned
Covid Committee Over the last three months Covid closure has meant an increase in meetings for all governors. The school suggests that a Covid Committee be formed, in the same way that the school has a finance and curriculum committee, the committee would meet to agree and discuss Covid matters and report back to FGB where required. Meetings may be required through the summer holiday period, governors were asked to volunteer if they wished to be considered. In addition, a proposal was put forward that the committee have authority to allow additional spending as necessary up to £15,000 without taking the matter to FGB. This is deemed as a change to the annual terms of governance document agreed by the FGB in September 19. Staffing Committee agreed date to discuss review uplift in teaching scales. Governor Vacancies Forthcoming vacancies – Clare Davies and Martha Ace both parent governors, their terms both end in the Autumn Term, both vacancies will be advertised when they lapse and the normal application and voting procedure will apply. Ceri Littlewood holds a teaching governor post which will end in October, this will be advertised internally to all teaching staff and the normal procedure for selection will apply. Sarah Davies LA governor post has already ended. - This means that we have two community governor posts, one community council governor post, and one LA governor post available. Due to the current situation the LA are not meeting to appoint new governors. This matter will be actioned as soon as possible as we have had one request from a possible new governor. - Discussion was held around the election of chair and vice chair in the Autumn Term, and how this would work on a virtual basis. Two proposals were put	- Agreed by all FGB present. - Committee members - Nerys Sales Heather Holder Damian Falkner Clare Davies Sara Peters - The staffing committee will meet at 1pm on Wednesday 8th July. - Discussion was held around what would happen if the FGB was reduced to a number where it was not quorate. The head agreed to bring up the matter with the Director, however it is unlikely that legislation will be changed in the short term.

forward - • Option 1 - Defer the election until the school can resume in-person meetings and therefore agree to retain the current chair and vice-chair, until normal meetings can resume. • Option 2 – Agree to an election with prior nominations. The process would be that a governor who wishes to stand for either position would put their name forward three weeks before the meeting and the normal nomination/second/ ballot process would take place prior to the full meeting.	• Option 1 was agreed, allowing existing chairs and vice chairs to stay in post, until full ratification could take place in person.
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7. Provisional Inset Days

For Information	To be Actioned
• September 1st • November 2nd and 3rd • April 30th • July 19th and 20th • Discussion was held around holding rotational inset days however this would prove difficult under current legislation, children are entitled to 190 days of education and rotating inset days amongst staff could result in this number being larger or smaller.	• Agreed as provisional on the understanding that these may be fluid depending on plans for September.

8. Year 6 Leaver Plans

For Information	To be Actioned
• Year 6 leavers have seen cancellation of many of the school plans to celebrate their time in Oldcastle. • The school has consulted with parents and a plan is now in place, this will consist of a leaver hoodie for every child, a digital year book and there are also plans to film an end of year award ceremony and a leaver's assembly.	

9. Policies to be reviewed

For Information	To be Actioned
• Food and Fitness • Healthcare Needs	• Both policies agreed by FGB. • Discussion was held around point 3.6, point 5 in the Healthcare Needs Policy around provision of counselling – clarity was provided and it was confirmed that the school has access to counselling from a private source if required. In addition Early Help also has a counselling service allowing additional flexibility.

10. Provisional Meeting Dates for the next Year

For Information	To be Actioned
• Autumn • Curriculum – 23/9/20 • Finance – 07/10/20 • FGB – 11/11/20 • Spring • Curriculum – 13/01/21 • Finance – 27/01/21 • FGB – 17/03/21 • Summer • Spare FGB - 21/4/21 • Curriculum – 12/5/21 • Finance – 09/06/21 • FGB – 30/6/21	• Meetings are planned for Wednesday's at 4.30pm, these dates are provisional and may change.

11. AOB

For Information	To be Actioned
• Discussion was held around the approach to learning in September, there is very little guidance at the moment however the school is working on a plan that will demonstrate how we can enable teaching in school and at home at the same time – 'blended learning'. A plan will be provided in due course to the FGB along with any costs involved. Google classroom has worked well but the school needs to look at how we can use it to interact better with families. The system needs to be fair and equitable for pupils and teachers and also be manageable, and the benefits of interaction will need to outweigh the risks. Consideration will also be given to how PPA will work and how the support staff role will change. The school awaits guidance from WG and the LA and will consult as soon as this is available.	

The minutes are a true reflection of the meeting

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Clare Davies (Chair of FGB - Oldcastle Primary School)

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Date