



**Morley Memorial Primary School  
Full Governing Body Meeting  
4th February 2021**

**Minutes**

The meeting started at 7 p.m.

1.	<p><b>Welcome and apologies for absence</b></p> <p>Governors in attendance: Philip Colligan (PC), Chair); Jonathan Gorrie (JG), Vice Chair; Tom Knowles (TK); Jack Pullen (JP); Caroline Louth (CL); Ruth Kershner (RK); Hilary Toulmin (HT); Verity Motskin (VM) and Nikki Brown (NB) (Head Teacher).</p> <p>Also in attendance: Sonali Rao (SR) Clerk to Governing Body Pip Wilson New Governor start date tbc</p> <p>No apologies received</p>
2.	<p><b>Notice of any other business</b></p> <p>FGB approved the proposed change to BACS payments.</p>
3.	<p><b>Declarations of interest relating to items on this agenda</b></p> <p>None declared</p>
4.	<p><b>Correspondence</b></p> <p>NB and PC had received an email from a parent questioning the school's use of Google rather than Zoom. NB had replied. Governors noted that the school continued to provide support to parents with technical issues including the video tutorials on the remote learning page.</p>
5.	<p><b>Minutes and matters arising</b></p> <p>The minutes of 3 December 2020 were agreed.</p>

6.	<p><b>Health and Safety</b></p> <p>Governors reviewed the Covid Risk Management Plan and Risk Assessment for staff testing, which were shared ahead of the meeting. Governors noted that lateral flow device testing had started and was going well. Staff have attended briefings led by the Headteacher and Deputy Headteacher and weekly reminders are being sent via the bulletin to all staff to continue testing twice a week. Staff were now wearing masks in communal areas, which was implemented at the request of staff.</p> <p>Governors noted that NB has been upfront with the school community about the high infection rate in the ward and that the presence of asymptomatic staff and children was the main worry.</p> <p>Governors questioned whether the current risk assessment was sufficient for the potential reopening of school on 8th March. NB stated that there would be a significant amount of work to welcome all children back, but that the risk assessment was sufficient.</p>
7.	<p><b>Head's Update</b></p> <ul style="list-style-type: none"><li>a. Safeguarding - NB informed Governors that she was aware of several families who were under pressure and that staff were continuing to make 'safe and well' calls to check in on families. Governors also noted that the school faced additional pressures with meeting the needs of recent joiners who had not physically attended school yet due to lockdown 3. Governors noted that 80% of children with Education, Health and Care Plans and 100% of children deemed to be vulnerable were attending school.</li><li>b. Staffing issues – NB informed Governors that staff wellbeing was a concern and that although the team was resilient, they were feeling exhausted. NB has created a rota system to enable a combination of working from home and in school working to support the effective delivery of remote education. JP shared with governors his account as a teacher, of the difficulties of working from home and in school while also working as a team with his partner teacher.</li><li>c. Remote Learning – NB shared the Remote Learning Plan in advance of the meeting. The Remote Learning Policy is based on the Visible Learning principles and NB is pleased that we are able to offer quality feedback as part of our offer. The school is also looking to bring in interventions for SEND children shortly. NB presented data on the current level of engagement which is between 65% and 85% and offering devices to families who needed them is making a positive difference. The DfE have announced that we are eligible for further laptops which will be ordered in the coming days.</li></ul>

8.	<p><b>Budget update</b></p> <p>The Finance Summary Report and BMR were circulated ahead of the meeting. FGB agreed that the new format of the summary report was much clearer. Governors noted the estimated increase of circa £60,000 in funding forecasted for next year.</p> <p>FGB agreed that the headteacher should explore options to use the school's strong finances to recruit additional teaching or other staff. It was agreed that staffing structure would be discussed in the March meeting.</p>
9.	<p><b>Policies</b></p> <p>The following policies were circulated in advance of the meeting and approved by Governors.</p> <ul style="list-style-type: none"> <li>• <a href="#">Behaviour principles</a></li> <li>• <a href="#">Spiritual, Moral, Social and Cultural Development Policy</a></li> </ul>
10	<p><b>Close</b></p> <p>The meeting closed at 8:45pm</p>

**Actions arising from FGB meeting 4 Feb 2021**

Actions for Clerk

- Add skills check on next agenda
- Governor Roles and responsibilities – add to agenda
- Paperwork with PW