

WELLINGTON PRIMARY SCHOOL

Dudley Hill Road
Eccleshill
Bradford
BD2 3DE
Headteacher: Mrs Joy Wood

Minutes of the Governing Board meeting held on Monday 8th March 2021 at 6.00pm via Teams.

PRESENT: Mrs B Dolby (BD), Ms J Holmes (JH), Ms L Abbasi (LA), Mrs L Sheffield (LS), Mr J Parker (JP), Mrs N Rashid (NR), Mrs E Gooding-Brown (EGB) & Mrs J Wood - Headteacher (JW).

IN ATTENDANCE:

LS welcomed all to the meeting.

1. APOLOGIES

Apologies were noted and accepted from Ms D Purewal, Mr D Carey MA and Mr M Azum. There were no other apologies received.

2. NOTIFICATION OF ANY OTHER BUSINESS AND AGENDA ORDER VARIATIONS

None.

3. DECLARATION OF INTEREST

There were no declarations of interest.

4. MINUTES OF THE LAST MEETING 11.01.2021

The minutes of the meeting held on 11th January 2021 were unanimously accepted as a true record.

Proposed: JH Seconded: EGB

5. MATTERS ARISING

All actions from the previous meeting have been addressed.

6. CORRESPONDENCE

The daily and weekly updates from the DfE were noted by JW.

7. HEADTEACHER'S REPORT

The Headteacher's report had been circulated prior to the meeting.

Full reopening on 8th March 2021

JW summarised the reopening of school today. The key fundamental differences between the processes in place during lockdown and those now in place were noted.

The staggered departure at the end of the day has been replaced by a fixed end time of 3:15pm. This proved to be successful today, but this will be monitored further to ensure this is the correct process.

NR noted the large influx of parents from the canteen end of school at 3.20pm which was a little overwhelming.

The issues encountered in school when the staggered departure was in place last time were summarised by JW.

Today, parents were noted as queuing from 2.50pm.

JW will continue to monitor the situation further prior to any decision being made on this.

LA advised that she came in through the field entrance and was quite impressed by the distancing seen by parents. She advised that parents be sent a text to remind them to read the information on collecting children from school on the website. Overall, the arrangements seemed to work well.

BD advised of a staggered collection time at another school where there are 10 minutes between collection times, and this works well.

JW noted that there would be issues where siblings are involved.

LS noted the issues in working from home and getting permissions from employers and advised that further monitoring needs to take place.

The gates were opened at 3.10pm and parents had been asked not to attend until then.

The majority of people were wearing facemasks which was pleasing.

The safety aspect of this as well as being outside with social distancing in place was explained by JW.

Both computer suites are being reopened gradually so that the computing curriculum can resume and/or cross curricular work can take place in the suites.

A clinically vulnerable pregnant teacher is delivering classes from home with TA's in place in the classroom. The practicalities of this arrangement were detailed.

A supply teacher will be brought in if there are any issues going forward.

NR will keep JW up to date with any feedback from her son's experiences in this regard.

Issues associated with shielding and vulnerable/pregnant staff were raised by BD and discussed in relation to them being in the workplace from the end of March. JW will investigate further. The advice given to those who are pregnant not to be vaccinated was also noted.

EGB advised that a different risk assessment may need to be carried out and will forward any information to JW.

The advice from the medical professionals and the union and the risk assessment used was based on the fact that this particular staff member works in Early Years where distancing is an issue.

A risk assessment is always carried out when a member of staff becomes pregnant.

Any impact on learning will also be monitored up to July.

Less than 50% of staff have participated in the Lateral Flow testing despite this being promoted in school.

A vaccination opportunity was detailed in the report where a medical practice had offered teachers the opportunity to have a vaccination where spare/unused vaccines were available.

The recovery curriculum in place was explained.

JW advised that the children were happy to be back in school. Unfortunately, there has been a positive COVID case in Y6 and 6 children have been instructed to isolate until the PCR test is returned.

One member of staff showed a positive lateral flow test result, but this was then shown to be negative at the PCR test.

Conflicting messages on testing/results were noted by JW.

LA explained how testing has been carried out at her school.

Lockdown/school open for children of Key Workers & vulnerable children (5th January to 5th March)

The lockdown processes which had been in place from January to last week were detailed in the report. Provision of IT and the use of Google Classroom and remote learning in general was noted. Some staff found it difficult to manage the online learning provision.

Live timetables were not introduced and JW explained the rationale for this particularly in respect those households with children of different ages.

The use of Year Group Pods was explained.

Live learning policy -this was queried by LS and JW explained that the draft policy is on the website and this will be discussed at the next meeting.

Teaching & Learning committee

The need to hold a meeting was noted by LS and a date for this will be agreed. It is hoped that this will take place in Summer 1 half term.

Reading and Writing is the area where there is the most concern in school. Physical writing may well not have been undertaken by many for the past 3 months.

The Pearson's Resources has been purchased in respect of reading.

Q – Can we use the catch-up funding in respect of writing?

A – JW advised that a consultant had been previously booked to focus on this.

LS explained her concerns over catch-up for pupils and JW explained the afternoon sessions which are in place for children particularly in respect of reading and writing.

Target children are a focus for catch -up strategies and cover will be employed in classrooms to allow those who know the children well (their teachers) to work on one-to-one sessions and small group work.

The Y6 residential has been cancelled in line with the DfE guidance, however, day visits are going to be planned where possible. There is a planned visit by a Theatre Group in June and JP explained the Fire of London simulation day which will be taking place this year. Whole class ukulele lessons for Y4 have continued during lockdown 3. The Bradford Music Service Teachers are participating in lateral flow testing.

SEND

There are no EHCP applications for places at present.

The number of children where the school provides unfunded support were outlined. This is becoming an increasing strain on the budget.

One to One support is in place for a number of pupils with additional needs without higher needs funding. Long term, this situation is untenable.

The difficulties in getting EHCP's issued by the LA were explained to Governors. A detailed example of this was given by JW. In Bradford, it is being made as difficult as possible to get an EHCP in order for the LA to save money.

The excellent work of the SEND leader in school was noted to Governors.

Staffing

Recruitment to replace a TA who has resigned for family reasons is taking place this week. Interviews are planned to take place on Friday. This post holder provides one to one support for a pupil in Y3 with an EHCP.

A cleaner has resigned, and this post has also been advertised.

Casual cover is being deployed to cover for one cleaner who is on long term sick leave and one who is shielding.

The change of role for the Business Manager as discussed at a previous GB meeting was noted and a retention clause has been added to their new contract, this was worded by PACT HR in consultation with the legal department.

A number of supply TA's have been brought in to cover those shielding.

Finance

The Quarter 3 Budget Monitoring was presented to the Resources Committee in January. The Section 251 Budget Statement for 2021-22 has now been received. The budget for next year is being worked upon by JW, the SBM and Bursar.

The deadline for the SFVS is now in 15th May and this will be sent out to Governors for review prior to being submitted.

Premises

The Premises Manager has completed some repairs to the tarmac on the playground and pathways as the costs of fully tarmacking these areas was prohibitive.

Work on the drains was successfully completed during half-term to address flooding from the staff toilets along with a repair to the flue in the main boiler house.

Repairs to some safety lights have been carried out.

Health & Safety

JW advised that the school is renewing a relaunching the “SSS” learning materials in order to update Safeguarding training for staff.

8. COMMITTEE REPORT

Resources 20.01.2021

The minutes had been circulated prior to the meeting and BD summarised the content.

The Q3 monitor shows a 6% carry forward and the significant savings due to lockdown were noted. Catch-up grants have been received and these have been earmarked for future expenditure in this area. Going forward, the school is in a financially strong position at the moment. It was agreed that the recruitment of the PE teacher will be discussed at the next Resources meeting. Staff wellbeing was discussed in detail at the meeting.

9. STAFFING UPDATE

Addressed as part of the Head Teachers Report.

10. PREMISES UPDATE

Addressed as part of the Head Teachers Report.

11. GOVERNOR VISITS/TRAINING

LS noted the training course details which had been circulated to Governors.

Physical visits to school by Governors will be subject to review. If a self-administered Lateral Flow tests is undertaken by Governors, then they will be welcome in school.

LS advised that volunteer readers would also be welcome and JW noted these would be greatly appreciated.

Q - Do 1 to 1 reading sessions take place outside of the classroom?

A – Yes, JW explained how this takes place with social distancing being observed.

12. POLICIES

LS advised of suggested amendments to the Complaints policy particularly in respect of recording when any informal conversations have taken place.

JW explained how she addresses any informal complaints at the school including that she writes to the complainant summarising the outcomes of any informal investigation.

RSE policy – the LA model policy will be circulated to Governors.

13. ANY OTHER BUSINESS

None.

14. DATE OF NEXT MEETING: Monday 10th May2021 at 6:00pm

Meeting closed at 7.25pm

Action Points

Action Number	By Whom	Action	Timescale
1	EGB	Risk Assessment information for shielding and vulnerable/pregnant staff to be forwarded to JW	Asap
2	Clerk	Live Learning Policy – Agenda item at next meeting	Prior to next meeting
3	JW	The LA model RSE Policy to be circulated to Governors	Asap