

PART 1 MINUTES

Full Governing Body

26th May 2021

Held Virtually via Microsoft Teams due to the Coronavirus Pandemic

Present	Initials	Governor Role	End of Term
Pam Slingsby (C)	PS	Foundation Governor	10 Mar 2023
Karen Fakes	KF	Headteacher	n/a
Carole Print	CP	LA Governor	15 Jul 2023
Anne Bolland	AB	Co-opted Governor	3 Dec 2021
David Briscoe	DB	Co-opted Governor	19 Nov 2023
Judie Pickering	JP	Staff Governor	5 Jul 2024
Lin Bartlett (VC)	LB	Co-opted Governor	23 Nov 2024
VACANT		Co-opted Governor	
VACANT		Foundation Governor	

Apologies:	Initials	Governor Role	End of Term
Matthew Barber	MB	Co-opted Governor	25 Jun 2022
Sarah McGowan	SMc	Parent Governor	25 Jun 2024
Simon Bell	SB	Parent Governor	8 Dec 2023

In attendance:	Initials	Role
Eve Hubert	EH	School Business Manager
Selina Hall	SH	Clerk

Key:	Approved/Agreed.
	Question raised.
	Action.

Meeting started at:	18:30
Meeting finished at:	19:08

Date:	
Signed:	

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Record of documents			
Item	Document	Added to Governor Hub:	
		Date	Whom
Item 4.	- Purley FGB Action Register - May 2021		
Item 7.	- Training May 2021 - Training Record 2020 to 2021.docx - Governor Safeguarding Training 2020-2021		
Item 8.	- Curriculum Policy May 2021 – on Governor Hub - Assessment Policy May 2021 – on Governor Hub - Clerk Review Purley WBC Policy Tracker - May 2021 - UserConfirmations-PurleyPrimary 26.05.2021		

Date:	
Signed:	

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Item no	Description	Action
Item 1.	Those present and in attendance	
	<ul style="list-style-type: none"> - Present Governors are listed on page 1 of these minutes. - The meeting was quorate as the quorum for any governing board meeting and vote must be one half (rounded up to a whole number) of the complete membership of the governing board (excluding vacancies) and no more than a third of the governing body can be staff members. Current membership at the start of the meeting: 10. - One half of the complete membership is: 5. Number of members at the meeting: 7. Governors who are Staff: 2 	<p>Noted</p> <p>Noted</p> <p>Noted</p>
Item 2.	Declarations of interest and confirmation of confidentiality	
	<ul style="list-style-type: none"> - DB confirmed that his wife is no longer working for the parish council after several years of service and resigned on the 01st May 2020. - No other declarations of interest were declared by the Governors. - All Governors declared that they were in an environment which is a secure and which protects confidentiality. 	<p>Noted</p> <p>Noted</p> <p>Noted</p>
Item 3.	AOB	
	<ul style="list-style-type: none"> - NGA handbook 	Noted
Item 4.	Matters arising from the meetings aforementioned	
	<ul style="list-style-type: none"> - The Governors had already provided a number of updates to the action list and a couple of additional actions were updated in the meeting. The current version of Purley FGB Action Register - May 2021 is available on Governor Hub. 	Noted
Item 5.	SVFS Approval prior to submission	
	<ul style="list-style-type: none"> - The SVFS was provided to Governors in advance of the meeting and had previously been reviewed by the Business working group. Q: The answer to question 20 on the SVFS states 'This year, they are completing a significant piece of work with respect to renegotiating a new school meals contract.' What period of time is this referring to please? A: From September 2020 to March 2021 Q: Therefore, hasn't this piece of work been completed? A: Yes, that is correct. Q: For question 24 regarding register of business interests; the answer states the last time the register was updated was 17/09/2019. Was this not completed in 2020? A: Yes, that is correct. - The SVFS was updated accordingly. - No further questions were asked and the Governors were pleased with the thoroughness of the document. - The Governors approved the document. 	<p>Noted</p> <p>Question</p> <p>Answer</p> <p>Question</p> <p>Answer</p> <p>Question</p> <p>Answer</p> <p>Noted</p> <p>Noted</p> <p>Approved</p>

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Item 6.	Headteacher's report – verbal	
	<ul style="list-style-type: none"> - The school celebrated Pentecost. The celebrations started with a service led by the Worship Ambassadors and Reverend Bailey and continued with cake and craft activities. - The issue with Google classroom is now fixed and security has been heightened considerably thanks to Aspire.. Our investigation showed that pupils are not routinely logging out of Google classroom. The children have been educated on what to do via online safety awareness lessons. An online agreement will also be sent home. - The new blinds are finally up in Owl Class. - KIRFS (Key Instant Recall Facts) is going very well. Thank you to the Governors who are coming helping support with this. - The Purley Jumble Trail went incredibly well. The atmosphere was buzzing and everyone was so friendly. Many commented that it was so nice to get out again and meet neighbours from the community. Over £1,000 was raised. - KF reminded Governors not to get involved in operational discussions. She is open to any Governor coming to her directly to discuss an issue but the FGB should be to discuss strategic items only. - No questions raised by the Governors. 	<p>Noted</p> <p>Noted</p> <p>Noted</p> <p>Noted</p> <p>Noted</p> <p>Noted</p>
Item 7.	Training	
	<ul style="list-style-type: none"> - The clerk shared the latest Governor training record along with the current training available from Governor Services. - PS has restarted her governance training and the suggestion has been made that she should ask for updated 360 reviews. PS has sent out a link to all Governors to complete the feedback. - EH and SH to hold a meeting after half term to carry out a reconciliation of the Governor training record against the SCR. - Donna Fox is also running individual governing board training entitled 'The Quality of Education' which can support governors with their Ofsted answers. The school has asked Donna for some dates for this training. Costing will either be done as a one-off cost of £300 or ½ an SLA day. 	<p>Noted</p> <p>Action</p> <p>Action</p> <p>Noted</p>
Item 8.	Policies	
	<ul style="list-style-type: none"> - Two policies were presented to the Governors via Governor Hub. 6 Governors had read the policies and confirmed acceptance. JP however highlighted a number of additional changes that were required to some of the details. Clerk to make changes as discussed in the meeting and also incorporate changes as highlighted by CP and AB. These will then be sent back to KF and JP for final approval. The changes to the documents are minor and should not have an impact on the documents content and meaning. <ul style="list-style-type: none"> o Curriculum Policy May 2021 o Assessment Policy May 2021 	<p>Noted</p> <p>Action</p>

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Item 9.	AOB	
	- PS has purchased the new NGA Governor handbook. This will be shared with the other Governors. LB to have a read and report back useful sections for the other Governors to read.	Action
	- Clerk to look into the three levels of support offered by NGA and report back.	Action

Date of the next full governing body meeting: **Wednesday 23rd June 2021, 6.30pm at Purley CofE Primary School.**

Signed:

Date: