

**BANKS LANE JUNIOR GOVERNING BOARD MINUTES****SUMMER TERM 2021**

Date: 6 May 2021  
 Time: 4.30pm  
 Venue: Zoom call

**GOVERNORS PRESENT**

Mr J Vali (Acting Chair), Mrs A Power, Mrs K Pixton, Mrs A Boulderstone, Mr P Thomas, Mr D Bennett, Mrs E Battersby, Mr T Ellison, Mr A Bassett, Mr E Milner (Headteacher)

**IN ATTENDANCE**

Mr A Lane Governor Support Officer

1.	<b><u>WELCOME AND APOLOGIES FOR ABSENCE</u></b>
	Governors were welcomed to the meeting. Apologies for absence were received from Mrs J Graham, Mrs J Patel, Ms J Sturch, Mrs Humphreys and Mr A McDermott and accepted by the governing board.  In the absence of Mrs Graham, due to work commitments, Mr Vali took the chair.
2.	<b><u>DECLARATION OF BUSINESS INTERESTS</u></b>
	Governors were asked to declare any business, financial or personal interests in any agenda items; Mr Vali recorded a declaration in his capacity as an employee of Stockport Homes, which may tender for work with the school.  Governors were reminded that they should declare any interest which arose during the meeting.
3.	<b><u>DECLARATION OF A.O.B.</u></b>
	There were no items to be considered at item 12.
4.	<b><u>CHAIR'S ACTION</u></b>
	The HT advised that he was in regular contact with the Chair of Governors and that, due to this, no actions had been needed to be taken since the previous meeting.
5.	<b><u>HEADTEACHER'S TERMLY REPORT</u></b>
	There was not a Headteacher's Report, but rather the board had been provided with documentation – Senior School Improvement Adviser termly note of visit, SEND evaluation report - which had been shared with the Steering committee, which covered the core priorities which would have been contained in a termly report.  The Headteacher updated the governors upon matters arising from the Report: <ul style="list-style-type: none"> <li>• There had been two incidents of physical restraint involving one pupil; this had been reported to the Steering committee. These were the first such incidents for four years.</li> <li>• The termly note of visit from the Senior School Improvement Adviser had been circulated to governors.</li> <li>• The HT updated governors on the recruitment process for the Deputy Headship. He</li> </ul>

	<p>was pleased to report that Mrs Caroline Owens had been appointed after six candidates had been shortlisted and two interviewed. One of the governors who had been on the selection panel described Mrs Owens as a “stand-out performer” in the process. The HT reported that a couple of issues had arisen during the process which would be shared with the next Resources committee meeting – <b>ACTION 1</b></p> <ul style="list-style-type: none"> <li>• Staff health and wellbeing – The survey produced by Mrs Boulderstone was due to be shared with the Resources committee. It was evident that the findings bore out the school’s dedicated focus on the staff’s wellbeing. The HT thanked Ms Boulderstone for her work on this.</li> <li>• SEND issues – The SEND evaluation report had been circulated to governors.</li> <li>• Safeguarding matters – Miss Power had liaised with the Deputy Headteacher on safeguarding issues and reported that she was impressed with the school’s systems and procedures as well as how these were implemented across the school.</li> <li>• Risk Assessment update – <b>How was the children’s demeanour since the full return ?</b> There had been an improvement, although measures had been put in place including the drawing up of Behaviour Support Plans. The school was also looking at the DoJo prizes as well as an improved Headteacher Gold Award as part of the drive to maintain improvement. <b>Was the Lexia intervention programme working well ?</b> This was still in its infancy in school, but was helping provide support for a small group of vulnerable children. Mr Ellison reported briefly on its workings for those children who were falling behind. It also created a map system for how the individual child was performing. This would eventually be rolled out throughout the school. The school should be able to evaluate outcomes after Whit. To date, the children had responded positively to it.</li> <li>• <b>How was the deployment of Covid catch-up funding being targeted ?</b> The school was directly supporting 49 pupils via 13 Wellbeing groups as well as the aforementioned Lexia intervention programme. Nic Windas was playing a key role in this regard.</li> </ul>
6.	<u>GOVERNOR DEVELOPMENT</u>
a)	<u>End of Term of Office</u>
	It was noted that Mrs Pixton’s term of office as a parent governor would end on 19 September.
b)	<u>Vacancies</u>
	Governors noted vacancies for two (due to be three) co-opted governors.
c)	<u>Governing Board Development Plan, Induction, Training and Succession Planning</u>
	Mr Bennett, Development Governor, was due to attend the 26 May Development Governor briefing. Mr Thomas had attended the Health and Safety training. Mr Thomas intended to carry out a H & S tour of the school. Mrs Pixton had been due to attend the Diversity training, but this had been cancelled.
d)	<u>Terms of Office for Chair and Vice Chair</u>
	Governors duly AGREED a continuation of the current arrangements. Terms of office would remain at two years from the date of the autumn term meeting 2020; the Chair and Vice Chair would remain in office until the date of the autumn term meeting 2022.
e)	<u>Expressions of Interest for Chair, Vice Chair and Chairs of Committees</u>
	Governors were invited to give some thought to the roles and contact the Clerk prior to the autumn term full governing board meeting in order to express an interest. <b>ACTION 2</b>

7.	<u>BUSINESS</u>
a)	<u>Full Governing Board Minutes</u>
	It was RESOLVED that the minutes of the full governing board meeting held on 20 November 2020, copies circulated previously, be approved and signed by the Chair and authorised for publication.
b)	<u>Review of Action Points from the Previous Meeting</u>
	All the action points had been completed.
c)	<u>Policy Approval</u>
	The following policy had been circulated prior to the meeting: Protection of Biometric Information of Children in Schools and Colleges There were no plans in place to have such a system, so no policy was approved.
d)	<u>Approval of Inset Dates</u>
	These had been approved previously, with four dates confirmed and one held back for Team Teach development.
e)	<u>Confirmation of GovernorHub details</u>
	Governors were requested to update their personal details on GovernorHub before the end of term. <b>ACTION 3</b> The Clerk undertook to send information through to the School Business Manager to update the website <i>Get Information About Schools</i> in line with statutory requirements. <b>ACTION 4</b>
f)	<u>Pay Policy Preparations</u>
	The Clerk informed governors that the revised model pay policy would be issued in the autumn term. It was agreed that the same process – governing board review/approval - would be followed, although governors expressed concern at the usual late receipt of the policy.
8.	<u>RESOURCES</u>
a)	<u>Resources/Finance Committee Minutes</u>
	The Resources committee meeting was due to take place next week.
b)	<u>Ratification of Policies</u>
	The policies to be considered by the Resources/Finance committee would be ratified by the board.
c)	<u>Budget Update</u>
d)	<u>Approval of the Budget 2021/22</u>
	To be covered at the above meeting.
9.	<u>TEACHING AND LEARNING</u>
a)	<u>Teaching &amp; Learning Committee Minutes</u>
	It was agreed that this committee would be reconvened for the autumn term.
10.	<u>BRIEFING PAPERS FROM STOCKPORT LOCAL AUTHORITY</u>

	<ul style="list-style-type: none"> <li>• Governance Update</li> <li>• Governor Development</li> <li>• Ofsted Updates</li> <li>• Early Years Update</li> <li>• Early Career Teachers (formerly NQTs)</li> <li>• RE Syllabus 2021-2027</li> <li>• Holiday Activities and Food Programme</li> <li>• Stockport and Tameside Partnership Opportunities</li> </ul> <p>Governors noted the guidance within the reports, but there was disquiet at the excessive wordiness of some of the reports.</p> <p>Governors were also concerned at the implications of the final report in that the quality of services within Stockport might be diluted by such a move. Governor did not foresee any benefit with this development.</p>
11.	<u>DATES</u>
a)	<u>Full Governing Board</u>
	Thursday 8 July at 4.30pm
b)	<u>Committee Meetings</u>
	Resources committee – Tuesday 11 May at 4.30pm
12.	<u>ANY OTHER BUSINESS</u>
	<ul style="list-style-type: none"> <li>• Holiday Clubs – The School did not intend to be re-starting these in the near future, with the focus instead being on completion of all the building work.</li> <li>• Governors felt that there was an illogical priority order in the bullet point references within the Sexual Violence paper.</li> <li>• Governors agreed with the HT that there would be merit in reviving the governor-link co-ordinator meetings at the 8 July meeting, even if it meant holding them in virtual break-out rooms. It was agreed to look at meeting arrangements nearer the time, dependent on circumstances.</li> </ul>
	With no further business to discuss, the Chair thanked everyone for attending and the meeting closed at 5.39 pm.

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**MEETING ACTION POINTS**

<b>MINUTE POINT</b>	<b>ACTION REQUIRED</b>	<b>ACTION FOR</b>	<b>DATE ACTION TO BE COMPLETED</b>
1	Discuss DHT recruitment issues	Resources committee	11 May meeting
2	Declare interest in Chair/Vice-Chair	Governors	Post-meeting
3	Check contact details on Governor Hub	Governors	Post-meeting
4	Submit current contact/membership list to SBM	GSO	Post-meeting