

**Croscombe and Stoke St Michael Primary Schools Federation.  
Governor's meeting Monday Oct 11 at Croscombe school. 6pm**

**Present:**

Nick Cramp	Chair. Local authority gov
Mel Vincent	Co Head
Bill Moore	Co Head
Lucy Stott	Parent gov
Robin Snow	Parent gov
Paul Green	Co-opted gov
Rev Christine Butler	Ex officio gov
John Johnston	Foundation gov
Tanya Tyreman	Foundation gov

**1.(a) Apologies:**

Sallyanne Shawcross, Charlotte Corbett, Di Levien, Rachel Summerhayes (arrived later.)

**(b) Declaration of interest:**

None

**(c) Notice of AOB items:**

None

**(d) Membership issues:**

There will be three vacancies for 2022. 2. Foundation governors and 1 Parent gov.  
A leaflet drop in the villages should hopefully help recruitment. ACTION GOVS  
There is a vacancy for governor's clerk. A new resident in Stoke St Michael has experience of such administration and is a possible candidate.

**(e) Minutes of the last meeting:**

Accepted as a correct record.

**(f) Matters arising:**

Action table: New plan to be drawn up.  
Governors must know of their new monitoring role by checking handbook and Teams outlines. Meetings on site. Meet the lead staff and/or class teachers. Arrange before half term. Check SDP ACTION ALL GOVS

The "Keeping Children Safe in Education" Edition Sept 2021 must be read and signed.  
n.b. There is a policy shortcut that could be read instead. ACTION ALL GOVS

The 2021/2022 Skills audit is due. ACTION ALL GOVS

**2. Headteacher's reports:**

Report circulated prior to the meeting.  
Attendance a concern as neither school in the green zone. Covid has taken its toll on staff and children. No remote learning is available. Bookwork is sent home.

The schools are following county guidelines.

Governors would like to know the line of travel for staff and student absences.

ACTION MV. WM.

Safeguarding: Family intervention and support in place for a child at level 3

“Team around the child” TAC in action for child with complex family concerns.

Questions arose regarding peer on peer abuse and the place of the Central Record must be “water tight.”

It is not clear how such aspects are recorded or defined. Co Heads must keep a clear paper trail.

SCC policy in place for the use of My Concern.

Please record all mandatory training undertaken to Elaine Meaden ACTION GOVS

Winter weather may prompt increased use of masks.

New Staff: The SENCo is busy getting new systems in place and will address the staff meeting.

Governors would appreciate a presentation to give them a current audit of needs.

Annual Record of metrics (numbers) - interventions - progress helpful.

TA training is needed to ensure quality support for children.

Modelling of one to one work valuable.

Parents meetings important.

Her time with stake holders of prime importance.

Blue Bells: Safeguarding issues in this class setting. It is a well manged team and outstanding class environment.

Pupils: There are gaps in skills acquisition. There is evidence of weak skills in Maths.

Handwriting standards have slipped. Read Write Inc rather dominates Talk for Writing.

The Co Heads will need to encourage staff to take on the complex timetable of strategies and subjects and may at times need to be blunt. Positives are evident!

Co Heads have visited the LLE at Wookey. The use of “Quizzes” a useful tool to reinforce prior learning.

Pupil achievement data for the Nov meeting.

ACTION WM. MV.

The Croscombe boundary fence on hold with mapping query.

SIAMS: Inspection anticipated this academic year. Visual aids around Croscombe are poor. WM to act on this. Staff and pupils to swot up on SIAM’s key themes .

The school will be inspected by Tanya Tyreman in two weeks Beware! ACTION TT. WM.

The Christian Ethos should be evident in the fabric of the school.

Rapid Improvement group: Updated plan September 2021.

Some progress but possibly over optimistic objectives. BUT There are gaps in learning to be addressed.

School Development plan: Shared with staff and need to be prominent in school. Parent copy in place. Are there key dates and milestones evident?

Policies: Tamsyn R.A.. has the current list. Some updates have deadlines this term.

ACTION GOVS

### **3.Finance:**

All aspects within budget this year.

The handover from Sara Bannister to be managed by Tanya Tyreman. The admin team are on board. The schools will need to buy in a support package from SCC. There are spending decisions that must be in place this November to be reviewed in April.

#### **4.Premises:**

The summer projects are now in place.

Safety concerns over Croscombe's goalposts solved with removal of posts. Funding for new goals available.

The PTA raised £7K The pupils and the PE specialist to be involved.

There will be a joint federation fundraising event at Christmas.

#### **5. Pay Review:**

Pay committee to review the Co Heads and TA (Lauren Eaver) remunerations

ACTION JJ. NC. DL. TT.

**Many, many thanks are due to Tamsyn Richardson Aitken and her family for organising the "40 for the federation" walk. This was a marathon event that raised the huge sum of £7,000 for our schools.**

**Date of next Meeting: 15<sup>th</sup> November at Stoke St Michael School 6pm.**