



## Kildwick CE Primary School

Learning to live, Living to Love, Loving to learn  
Minutes of the Meeting of the FGB – (Strategy)  
held, via Google, on 29<sup>th</sup> June 2020 at 13.30

### Present:

Christine Anderton – Foundation Governor (CA)  
Jo Gostling – Co-opted Governor (JG)  
Kath Morris – Foundation Governor (KM)  
Cameron Quinn – Co-opted Governor (CQ)  
Geraldine Sands – Foundation Governor (GS)  
Alex Swinton – Parent Governor (AS)  
Tim Whitehead – Headteacher (TW)

### In attendance:

Stephen Dale – LA Clerk to Governors (Clerk)

<b>A</b>	<b>Procedural</b>
1	<u>Welcome, introductions and consideration of absence</u> GS opened the meeting at 13.30, thanking all present for their attendance. Apologies had been received from DA, JL and ES. Consented.
2	<u>All to declare in turn that they are in a secure and confidential environment</u> Those present confirmed they were in a secure and confidential environment.
<b>B</b>	<b>School Improvement</b>
3	<u>Overview of Governors' feedback on delivery of 2019/20 milestones</u> GS confirmed the purpose of the meeting – to account for any changes to the 2019/22 strategic plan and to record the milestones met in 2019/20 and to highlight, with reasons, those not met. GS thanked all Governors for their feedback and noted the need for the 2020/21 plan to be more succinct with, in some instances, targets that were SMARTer. GS confirmed that all comments received from Governors would be sent to TW to keep as a record of monitoring. <b>Action: GS/TW</b>

GS then reviewed the priorities for 2019/22 and the success criteria for 2019/20, noting the following points whilst recognising that due to school closure many of the success criteria and termly milestones for terms 2 and 3 will not have been met

*Please note this section is best understood when read in conjunction with appendix 1 of these Minutes.*

**Learning to Live:**

Priority 1a - met and the success criteria would be carried forward to 20/21.

Priority 1b - partly met, *GS noted that many of the criteria that were partly met had been affected by the school closure (March 2020), due to the Coronavirus and the measures introduced to support learning during this time as well as the arrangements introduced to partially re-open the school in June.* This would be carried over into 2020/21.

Priority 1c – partly met, this would be carried forward to 2020/21 with the wording changed to reflect the situation when the school re-opens in September.

Priority 1d – this has been met but will be carried forward to 20/21 with encouragement for wider community involvement.

Priority 1e – GS noted that this has been difficult to monitor and suggested that, for 2020/21, this be excluded from the plan whilst acknowledging that this is more of an operational issue and that updates would be included in HT reports.

Priorities 1f and 1g – not met – this was significantly affected by the school closure and these would be carried forward to 20/21, rolled together as one priority.

Priority 2a – mostly met with the exception of the completion of changes to the after-school club. This will be carried forward.

**Living to Love:**

Priority 3a – met. GS noted the focus on this in 2019/20 and suggested that this be kept for 2020/21 along with new milestones to ensure CW is embedded.

Priority 3b – met. GS suggested that this be carried forward to 20/21 with it being re-worded in a simplified manner.

Priority 3c – GS noted good progress on this and the need to build on what has been achieved so far and maintain the relationship. Governors noted the need to focus on this post closure and to explore alternative ways of engagement.

Priority 3d – good progress but need to keep in for 20/21 as this will drive the success of the school.

Priority 4a – met in part but hard to monitor. Governors noted the activities undertaken in this area and that all were done well and successfully. Governors agreed that this not be in the 20/21 criteria but that the HT report should continue to evidence what takes place.

*Q: If the school is doing this well, and is a positive feature of the school, how can we, as governors, monitor this so that the school get the credit deserved and is recognised for these activities. TW and GS agreed the importance and that maybe Priority 3 could be re-worded to reflect this. TW briefed governors a link that is being established with a*

	<p>school in Zimbabwe and that this would be developed in 20/21 and the possibility of an exchange visit with pupils.</p> <p>Governors recognised that the SSDP is a forward-looking document and is not there to just reflect what the school does “well” and agreed the need to celebrate all good aspects of school life. TW agreed to include information on charitable links in his HT reports.</p> <p><b>Loving to Learn:</b>          Priority 5a – good progress but impacted by the school closure. This to be carried forward to 20/21 with a focus on “embedding” the curricula. GS noted the need to simplify the wording of the priority.</p> <p>GS suggested that another two curriculum areas are included in the 20/21 plan for governors to monitor.  <b>Action: TW to identify x2 Curriculum areas for inclusion.</b></p> <p>Priority 5b – met in part, the embedding of the plans into the curriculum was severely impacted by the school closure. Governors agreed that this should be carried over to 20/21 along with a focus on “narrowing the gap”.</p> <p>Priority 5c – partly met and had been a focus along with the SIAMs inspection. Governors agreed to remove this for 20/21.</p> <p>Priority 6a-d – progress made but impacted by the school closure. Governors agreed that the Priority should be re-worded along with SMART milestones. GS noted the lack of data as evidence due to current circumstances.</p>
4	<p><u>Verbal feedback on any contributions from staff, parents, and the church to be included</u>          TW noted the opportunity given to parents to comment on the SSDP and that none had been received.</p> <p>TW briefed governors on the comments received from staff. These include –          School team to write a detailed “recovery plan” for September 2020.          To be realistic about what is “greater depth” and to ensure pupils are challenged.          To continue with the use of the PW field and build on the opportunities this provides.          To include about SHE education and relationships.          To improve physical wellbeing and to be better at monitoring this. TW noted that IT may play a part in improving the monitoring.          To get the community involved with the Community garden.          Promote extra curricula science. TW noted the success in winning a bid for a grant of £2K per annum for the next three years to enable a science club to be founded and that participation in this can lead to CREST awards for individuals.          Prioritising school trips and ensuring these are embedded in the curriculum.          Parental engagement.          International Links.          Thought through processes in September to understand where pupils are at with their education – maybe a “reverse” parents evening to understand their views – to baseline children on return to school to identify those who will benefit from interventions.</p>

	<p>To value diversity - TW briefed governors on the books on order to go into the book lending programme operated in school which will assist in increasing children's and parent's awareness.</p> <p>TW noted that all staff had given thought to this and governors expressed their thanks for this valuable contribution.</p> <p>GS noted that the Church had, at PCC level, been given the opportunity to comment/contribute.</p>
<p>5</p>	<p><u>Draft SSDP for 2020/21</u>  <i>Please note this section is best understood when read in conjunction with appendix 2 of these Minutes.</i></p> <p>A Draft SSDP for 2020/21 had been circulated prior to this meeting. The plan included new/amended/re-worded priorities alluded to whilst the 2019/20 successes were reviewed under item 3 of this agenda, revised success criteria for 2020/21 and milestones for Term 1.</p> <p>GS led governors through this paper highlighting changes and expanding on the milestones where appropriate.</p> <p>GS noted –</p> <p>Priority 1a – having a named SLT is a new concept for the school – this needs to be embedded.</p> <p>Priority 1b – post lockdown will be a challenging time so support for staff is important along with exploring ways to better manage workloads.</p> <p>Priority 1c – post lockdown this is important to support pupils settling into new routines.</p> <p>Priority 1d – TW agreed to establish a dashboard to enable easier monitoring noting that this is available via a computer programme - but may need refining to ensure clarity</p> <p>Priority 2a – the need to support children with friendships on their return in September as Coronavirus may have meant limited contact during the period of school closure.</p> <p>Priority 3a – the impact of CW is important and may need to review how this can be measured – also may need to review CW in general as Km, who led these, will be leaving the GB in July – review in conjunction with availability of Vicar.</p> <p>Priority 3d – note this will be important in the context of any Ofsted inspection.</p> <p>Priority 5a – the emphasis is on “embed” – this in no way detracts from the fantastic work on the curriculum undertaken so far. TW to also identify the additional two subjects to include here.</p> <p>Priority 5b – that Core Subject curriculum plans are embedded across the school and a focus on interventions for “post-covid catch up” is evidenced.</p> <p><b>Q: Could this be re-worded to remove the phrase “catchup” as this may cause more anxiety and the interventions are more about supporting pupils. Governors discussed this and concluded that there will be many challenges when school returns in September and efforts will be made to support all pupils at this time and that “catch-up” may not be the best way to describe the purpose of interventions.</b></p> <p><b>Action: TW to revise.</b></p>

	<p>Priority 6a – Governors discussed the need for a clearer focus with improved evidence of inclusivity and that the gap between high/low achievers is being narrowed. Governors agreed that the spotlight on Core Subjects is important and that comments from staff are equally important to be considered along with available data. Governors noted the importance of establishing what the “gap” is early in the Autumn Term</p> <p><b>Action: there is a need for a Lead Governor on Data.</b></p> <p>Priority 6b – GS noted the focus on SEND and Pupil Premium groups and discussion over how best to monitor outcomes took place with governors agreeing that overall assessment is important rather than reliance on data alone.</p> <p>Governors agreed that it is not “ok” to use Coronavirus in the context of a sweeping statement to justify not achieving milestones acknowledging that there was a major impact due to the pandemic. Governors noted the need for Term 1 milestones to reflect the impact of Covid-19 as the term will be a challenge to staff, pupils and parents – it will not be a “normal” start to a “normal” year. Governors agreed that the first half of the Autumn Term will be about enabling children to settle in and establishing baselines – milestones must be realistic and not over ambitious. Milestones should be proactive. Governors stressed the need to engage fully and in the most appropriate ways, with parents during this time.</p>
6	<p><u>Significance of resource implications and next steps</u></p> <p>Governors noted that the SSDP highlights areas for development and that the resources/budget implications to achieve the milestones will need to be shown – to enable spend to be based on plans and that monies can be tracked back based on the delivery of priorities.</p> <p><b>Action: TW to re-draft and “tidy” the document adding in term 2 and 3 milestones. Re-Drafted SSDP to be presented at first FGB in September 2020 for sign-off and to have named governors attached to priorities with responsibility for monitoring.</b></p>
8	<p><u>Close</u></p> <p>The meeting closed at 14.40</p>

Dates of Future Meetings.

Monday 29<sup>th</sup> June between 13.30 and 15.00 (Strategy Meeting)

Monday 6<sup>th</sup> July at 18.00 (FGB)