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**Minutes of the Meeting of Stanford in the Vale CE Primary School
Full Governing Board held on Zoom
on Thursday 25th November 2021 at 8pm**

Present: Claire Lewis (Co-opted (Chair)) **CL** Amanda Willis (Headteacher) **AW**
Lorna Darrock (Parent) **LD** Janet Warren (Foundation (Vice Chair)) **JW**
Caroline Smith (Parent) **CS** Jane Lawson-Smith (Co-opted) **JL-S**
Kate Konschel (Co-opted) **KK** Craig Goulding (Parent) **CG**
Amanda Bellerby (LA) **AB** Mary Vizoso (Co-opted) **MV**
Elizabeth Ward (Foundation) **EW** Jonathan Davis (Parent) **JD**

Apologies: Caryl Oliver (Co-opted) **CO**

Absent: Rev Paul Eddy (Foundation) **PE** Naomi Scott (Staff) **NS**

In attendance: Joanna Sanderson – **Clerk**

The meeting was quorate throughout.

No	Item	Action
1	Statutory Items	
1.1	Welcome CL welcomed everyone to the meeting at 8.05pm and especially JD and JL-S as new Governors. All Governors introduced themselves.	
1.2	Attendance/Absences/Apologies /Acceptance of Apologies Apologies were received and accepted from CO. PE and NS were absent.	
1.3	Quorum Declaration The meeting was quorate throughout.	
1.4	Declaration of any urgent business None.	
1.5	Declarations of Interests AW declared her interest in agenda item 5.	
2	Previous Meeting	
2.1	Adoption of the Minutes of the meeting held on 23rd September 2021 The minutes were accepted and approved.	
2.2	Review of Actions and Matters arising from the meeting <ul style="list-style-type: none">Outstanding PI declarations to be completed: PE, CG, CO and NS.The Governor Skills audit remains outstanding - JW to re-share the link; this is ongoing to identify areas of strength or training required.Governors' Code of Conduct to be uploaded to the Governor declarations on GovernorHub for Governors to confirm – LD, PE, CO, NS, EW.	PE,CG CO,NS JW LD,PE,CO NS,EW

SignedDated
Full Governing Board Stanford in the Vale School

No	Item	Action
	<ul style="list-style-type: none"> • Prevent training – CO to confirm if she has completed. • Safeguarding training PE, AB and MV’s training is out of date. AW to run training in school and invite MV and AB – Completed, just PE outstanding. • Information on website - CL has uploaded the OCC list onto GovernorHub and highlighted some areas of non-compliance. JW to advise CL of the point of contact regarding uploading items onto the website. • Ensure details held about people involved in governance are provided to the Secretary of State via GIAS (Get Information About Schools) - Completed. • Complete and review the annual safeguarding report and submit online to the LA before the deadline – AW will amend the Chair of Governor details and review with ER. Completed. • Ensure governors have read the latest version of Keeping Children Safe in Education: KCSIIE (2021) came into effect on 01/09/2021 – JD, PE, CG, CO, NS. • AW is to send the Early Years curriculum long term map for the whole year to AB. Completed. • Governors are to ensure they understand and are able to explain the vision and how it affects the children JW will review the Governor Visits policy and Behaviour policy to ensure it is captured. Completed. 	<p>CO</p> <p>JW</p> <p>JD,PE CG,CO NS</p>
3	<p>Correspondence None</p>	
4	<p>Headteacher’s Report including COVID 19 Update, Health and Safety and Governors Responsibilities (with reference to SIP/SEF) <i>The Head Teacher’s report was circulated via GovernorHub prior to the meeting and the following points are to be highlighted.</i></p> <ul style="list-style-type: none"> • Governors agreed there was a lot going on at school with activities re-started, which was lovely to see. This is however taking its toll on the staff – there are a lot of bugs going round and everyone is tired. • CO2 monitors are a Government initiative and they are situated in every classroom, the hall and office. • The Learning Walk identified key areas for improvement: use of working walls; the support that TAs provide during teacher input; and that support to children should not always be adult support but to encourage the use of word banks or pictures to become less reliant on adults. • Artsmark – this is incurring extra hours while work is undertaken on the statement of commitment. • The year 6 week out was very good and thanks were passed to everyone for going. It was remarked upon that the children remained very enthusiastic about it the following week in breakfast club. • The Remembrance service brought compliments about the song and the children’s behaviour. • H&S Play therapy is continuing for 2 children and a parent. The support to the parent is to help further support the child. • Foundation figures should read 28 in class with 2 spaces (not 4). • Absence figures – the school is working with the families concerned and the Attendance Team where necessary. If a child is isolating but well enough, the Remote Learning Plan is utilised and the class teacher would be in discussion with the parent to plan the best way to help the child with schooling. • Parents Evening was held remotely and it was mooted that moving forward the 	

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