

Minutes of Meeting John Rankin Schools Full Governing Board

Date of Meeting: 14th May 2020 6:33pm

Location: Remote Meeting

Present: Adrian Garcia-Sierra (AGS)[Chair] Felix Rayner (EHT) Tessa Roots (TR)[VC]
Simon Butler (SB) Gerry McAnally (GM) Sarah Whatmore (SW)
Elle Goode (EG) Katie Kearney (KK) Rachel Mairs (RM)

Apologies: None:

Absent: Natalie Ivey (NI)

Also Attending: Tina Allison, Deputy Headteacher and SenCo, Chris Adams (CA) applied for Co-opted governor vacancy, David Marsh (DM) who applied to be re-appointed as a co-opted governor and Christina Pummell (Clerk)

Agenda Item	Minute	Action
	<p>Minutes to be read in conjunction with the Record of Actions for October</p> <p style="color: green;">Strategic direction/Challenge or Question/Answer/Action/Extract</p>	See separate action sheet
1.	<p>WELCOME The Chair opened the meeting and DM and CA were approved as co-opted governors, with their term of office commencing on 14th May 2020 for a term of three years.</p>	
2.	<p>APOLOGIES FOR ABSENCE NI was absent from the meeting.</p>	
	THE MEETING WAS QUORATE	
3.	<p>NOTIFICATION OF ANY OTHER FURTHER BUSINESS Teaching and learning next meeting date - Clerk</p>	
4.	<p>DECLARATIONS OF INTEREST DM declared his interest as a Local Councillor.</p>	
5.	<p>MINUTES OF LAST MEETING The Minutes of the meeting held 6th February 2020 (previously distributed) were approved as a true record</p>	
6.	<p>UPDATE ON MATTERS ARISING FROM PART I MINUTES SW confirmed that she had checked the SCR and training record and everything seemed to in order and she had no concerns in that regard. The Clerk would circulate Hub information to governors.</p>	
7	<p>EHT SECTION The EHT asked if there were any questions regarding the SDP or the Five to Drive but there were none. He highlighted the new Ofsted judgements framework in the Leadership report that had been distributed to governors and recommended they all read it. The EHT gave a review of what had been done since the school closed due to Corona Virus, he explained that a lot of work had been carried out and how the provision had been “tweaked” in order to ensure the school was looking after disadvantaged pupils and SEN pupils. The EHT explained that JRS had created videos, challenges, songs and even assemblies for the children and he added that teachers had worked very hard to support their pupils. The Chair noted the results of the staff survey and the EHT said that he had been pleased with the overall results of the survey.</p>	

	<p>The Chair asked what was the next step and the EHT explained that an email would be sent out regarding the possibility of the Government re-opening schools on 1st June. The EHT said that a plan had been set up for the re-opening, it was based on all pupils in eligible years returning to school so that they could manage if all those pupils did return on 1st June. The EHT explained that pupils returning would be in “bubbles” of 15 children and these bubbles would not mix with other bubbles.</p> <p>Tina Allison (TA) added that the “Rankin Rangers” (provision for key worker children during Lockdown) was likely to grow up to 60 children but they would be split into smaller groups from 1st June.</p> <p>The EHT said that JRS had just enough space to safely accommodate Reception children, Year 1, Year 6 and key worker children. The EHT said that a system would be set up to stagger drop off and pick up times in order to reduce the number of people on site in order to make social distancing easier. The EHT added that they had developed several plans in order to make the re-opening of the school as safe as possible.</p> <p>RM asked how staff had been and the EHT said that he had been “blown away” by the amazing JRS staff and all they had done during these unprecedented times.</p> <p>The Chair thanked the EHT for his comprehensive report.</p>	
8.	<p>COMMITTEE UPDATES</p> <p>8.1 Resources and Premises – SB explained that the committee had really focussed on finances and the budget. He added that there was a larger surplus than had been expected and the committee had asked for a report on the details of the surplus and the reasons for it, this in part had been due to some one-off large items such as the teachers’ pension grant. SB said that the EHT and SBT had a “handle” on the budget and monitoring it too. The SBT had developed a plan for investing the money in JRS.</p> <p>The Chair added that JRS was in such a different position financially than it had been five years ago. He added that the surplus was a healthy contingency and the SBT would look at the best most careful ways to spend it and re-invest in JRS. The Chair added that the EHT, SBT and R&P committee had worked really hard to get JRS to the position it was now in.</p> <p>8.2 Teaching and Learning – RM said that the T&L committee had not met since the last FGB and the date of the next meeting would fall in the later part of the summer term.</p>	
9.	<p>CHAIR’S SECTION</p> <p>The Chair said that he would circulate documents reminding governors of their purpose after the meeting – these were to ensure clarity of vision, oversee school’s finances and hold leaders to account.</p> <p>The Chair wanted to thank the JRS team for all the support they had given to the children so that they were still able to learn during Lockdown. The Chair said he believed the EHT had come up with the best plan for the re-opening of JRS.</p> <p>The Chair thought the school was in a good position financially due to the care taken with spending and monitoring which now meant some of the surplus could be reinvested in the school and he looked forward to seeing JRS improve even further in the future.</p>	AGS
10.	<p>GOVERNING BOARD MATTERS</p> <p>10.1 There were no vacancies.</p> <p>10.2 Safeguarding and prevent - SW would upload her report after the meeting and reiterated she had no concerns.</p> <p>10.3 Health and Safety – SB said there was nothing to report/no update but added that the school was closed due to Corona Virus and health and safety was a big focus for the EHT and his team.</p> <p>10.4 Training - TR explained that there was nothing to report and informed the governors that NI would take over training from her. TR confirmed that new governor training had been completed but CA would need to do this and TR would contact NI regarding this.</p>	SW TR
11.	<p>POLICY REVIEW AND APPROVAL</p> <p>11.1 Charging and Remissions Policy this was not required as it had been approved by the R&P committee.</p>	

	<p>11.2 Accessibility Plan – having been proposed and seconded the Accessibility Plan be approved.</p> <p>11.3 COVID-19 Safeguarding Policy Addendum – EG noted that the school name needed to be added but subject to that amendment, having been proposed and seconded the COVID-19 Safeguarding Policy Addendum be approved.</p> <p>11.4 Completed interim Safeguarding Guidance Action Plan having been proposed and seconded the Completed interim Safeguarding Guidance Action Plan be approved.</p> <p>The Clerk explained that WBDC had advised that the SFVS was no longer required due to the current Corona Virus situation. Governors said that they would update the document with the next SFVS was due.</p>	Clerk
12.	<p>BUDGET</p> <p>The Chair asked if there were any questions and added there was a lot of information in the Budget and suggested that governors could always ask members or R&P or the EHT or SBT if they had any questions regarding JRS' finances.</p> <p>The Chair explained that R&P committee had just approved the budget and were recommending that it was approved by the FGB.</p> <p>The EHT said that they would not be spending any large amounts until it was the right time to do so. He asked if everyone had read the rationale report as that explains all proposed spending and plans. TR added that Aileen Rae (Finance Manager) had informed the R&P committee that WB had advised schools to approve their budgets and to review them again in September/October when schools will know how they had been affected by Corona virus and reflect in the impact once it was known.</p> <p>The Chair added that he was so pleased with the strong financial position JRS was in.</p> <p>The Budget was approved by all governors.</p>	
13.	<p>AOB</p> <p>The date of the T&L committee meeting had already been discussed at 8.2 above.</p>	
14.	<p>DATE OF FUTURE MEETINGS</p> <p>Thursday 11th June 2020 – this would be a remote meeting.</p> <p>Thursday 16th July 2020</p>	
15.	<p>CLOSE OF MEETING</p> <p>The Chair thanked everyone for their input and the meeting closed at 7:44pm.</p>	
Appendix	<p>DOCUMENTS EMAILED PRIOR TO THE MEETING</p> <ul style="list-style-type: none"> • Agenda • Agenda Minutes 6th February 2020 • Co-opted application • Charging and remissions policy • Accessibility Plan • SFVS • Budget • COVID-19 Safeguarding Policy Addendum • Completed interim Safeguarding Guidance Action Plan 	

Minutes Taken By: Christina Pummell 14th May 2020