

SOUTH HILL SCHOOL GOVERNING BODY

Minutes of a Meeting held on 19 May 2020 via Google Meet

Present: Mr H Peters (Chair) Mrs B O'Dell
Miss J Wellbelove (Co-Headteacher) Mrs C Peters
Miss K Chafer Mrs K Stewart
Ms G May

In attendance: Mr A Pennycook (Clerk to the Governing Body)

	ACTION
<p>1. Governors noted the need to declare any conflict of interest that arose in the course of the meeting.</p>	
<p>2. Apologies for absence Apologies were received from and approval given to the absence of Mr S Crawshaw, Miss L Wren and Mrs K Albery.</p>	
<p>3. Notification of Any Other Business None.</p>	
<p>4. Staffing Structure 2020/21 4.1. Documents outlining the structure and proposed deployment of staff had been circulated in advance and were noted. Further details of changes had been given in the Co-Headteacher's Report. Two teachers returning from maternity leave were reducing from full-time. The school was fully staffed for September. 4.2. <i>In response to questions</i> the co-headteacher explained the reason for Mrs Farmery moving to work with Year 3 and reassured governors that there would still be a strong team for Year 6 able to bring a fresh approach.</p>	
<p>5. Budget 2020/21 5.1. A detailed outline of the proposed budget had been circulated in advance. 5.2. The Co-headteacher confirmed that a larger than expected end-of-year balance had been carried forward since there had been a significant underspend in some areas and it would enable the school to undertake a number of initiatives more rapidly than previously anticipated, including a new computer suite. 5.3. It was noted that a more detailed method of accounting for spending the Pupil Premium money was to be implemented.</p>	JW

<p>5.4. <i>In response to a questions</i></p> <ul style="list-style-type: none"> • the Co-headteacher agreed that it would be sensible to consider using some of the surplus money to employ additional staff temporarily to help pupils who might have fallen behind while the school was closed. • the Co-headteacher explained that the arrangements for cleaning when the school re-opened would not be more expensive. • governors were informed that Miss Wren's absence was cost-neutral to the school. <p>5.5. The Co-headteacher was asked to draw up a plan for how the additional money might be used and to present it at the next meeting.</p> <p>5.6. The budget as presented was approved, but in the expectation that a revised plan would be approved at the next meeting.</p> <p>6. Co-Headteachers' Report</p> <p>Documentation had been published in advance. Discussion, comments and questions included the following:</p> <ul style="list-style-type: none"> • Currently it was expected that over 50% of pupils in Reception, Years 1 and 6 would be returning if the school re-opened on 1 June. • The school was planning a phased return initially offering 2 days a week. • All staff had been asked to return to work on a rota basis although some would be 'working' a reduced number of hours. • Staff would be asked to provide evidence if they needed to be absent for a medical reason. • The school would need to consider how best to check on the welfare of pupils not attending but who were not obviously a cause for concern. • Initially the school would be concentrating on pupils' well-being when they returned. • Governors expressed their thanks and appreciation for the hard work of the Co-headteacher and all staff for their sterling work both during 'lockdown' and in preparation for the reopening. <p>7. Spring Term HIP Report</p> <p>The very positive report was noted. Improving attendance and punctuality would need to be a priority once things were back to normal.</p> <p>8. Policy and Document Approval</p> <p>The following were approved without comment:</p>	<p>JW</p>
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