



**Agreed Minutes of the meeting of the Whitchurch Primary School & Nursery Standards & Achievement Committee, held on 25<sup>th</sup> November 2020 at 6.30pm**

**Present**

Co-opted                      Neil Sherman (NS)  
   Cecil Anang (CA)

Headteacher                 Joanne Daswani (JD)

Parent Governors         Kula Sudhakar, Committee Chair (KS)  
   Meera Shah (MS)  
   Paul Smith (PS)



In attendance              Katerina Portou, Acting Deputy Headteacher (MR)

Clerk                           Seema Supeda (SS)

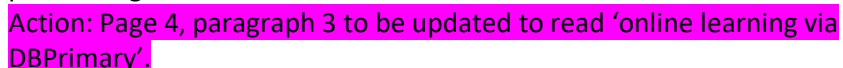
**Apologies**                      Maria Nickson

**Supporting documents**

Minutes from the meeting: 30<sup>th</sup> September 2020  
Designated Teacher for Looked-After and Previously Looked-After Children Policy  
Children with Health Needs Who Cannot Attend School Policy  
Headteachers Report (including Covid update)

 – denotes action  
 – denotes question/challenge

*Meeting opened at 6.33pm*

|   | Action | Due  |
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| <p><b>1. Welcome, apologies and consent for absence</b></p> <p>Apologies were received and accepted from Maria Nickson.</p>   |        |      |
| <p><b>2. Declaration of any Conflicts of Interest/Update of Register of Pecuniary interests.</b></p> <p>None declared</p>   |        |      |
| <p><b>3. Arrangement of Agenda</b></p> <p>It was agreed the meeting would follow the Agenda.<br/>The Clerk informed Governors that item 5i. PE &amp; Jewellery Policy shall be presented at a subsequent meeting.</p>   |        |      |
| <p><b>4. Approval of Minutes and matters arising from the meeting held on 30<sup>th</sup> September 2020</b></p> <p>The minutes of the meeting on 30<sup>th</sup> September 2020 were not agreed and the following change was agreed as an accurate record of proceedings:<br/> Action: Page 4, paragraph 3 to be updated to read 'online learning via DBPrimary'.<br/><br/>A governor imparted that there has been a significant improvement since the online learning platform moved from Frog to DBPrimary and</p> | SS     | ASAP |



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| <p>that feedback to pupils from teachers seems to be consistent (applies to closed bubbles).</p> <p>Are teachers able to provide live sessions, an hour in the morning to set work and an hour in the afternoon for review, to help with pupil's motivation while they are not in school?</p> <p>The Headteacher advised this could cause disadvantaged pupils to become further disadvantaged as they may not have the means to access the live learning sessions. The School has been struggling to purchase laptops to provide to disadvantaged families when bubbles are closed as there is a nationwide shortage. The provision of laptops from the government scheme are being delivered gradually. There are also some families who do not have access to the internet.</p> <p>Is the School able to provide this for them by paying for their data?</p> <p>The Headteacher imparted that school funds cannot be used in this way. There are some families who also do not permit the use of internet.</p> <p>How do those pupils complete their homework and access DBPrimary?</p> <p>Homework is completed via printouts sent home or completed in School.</p> <p>A Governor reported that as this is a lifestyle choice, it should be questioned whether in the modern world, this should be a barrier to other pupils accessing live learning sessions. The interaction with the class teachers makes a vast motivational difference.</p> <p>The Headteacher reported the Parents Evening which took place via MS Teams was successful and feedback from parents was very positive, so there are no reasons why live lessons cannot work, however, teachers' personal situations and living arrangements should be taken account of. This is a decision that should be made by the Headteacher.</p> <p>Action: A proposal was made to canvas teachers around providing live learning sessions when their bubble is closed and the whole class including the teacher is self-isolating, providing a live lesson in the morning to set work and one in the afternoon to review the work and go over any common issues.</p> <p>How is staff morale?</p> <p>The Headteacher reported there is still a dip in morale, especially since Lockdown 2.0 and Christmas approaching in an unusual format this year.</p> | <p>JD</p> | <p>ASAP</p>       |
| <p><b>5. Policies for renewal</b></p> <p><u>5i. PE &amp; Jewellery Policy</u><br/>To be presented at the next meeting<br/>Action: Add to the agenda of the next S&amp;A meeting.</p> <p><u>5ii. Designated Teacher for Looked-After and Previously Looked-After Children Policy</u><br/>This policy was noted as a new statutory requirement.<br/>Has there always been someone in place to complete this duty?<br/>Previous to the current Safeguarding Lead, Kat Portou, this responsibility fell to the Headteacher.<br/>How many pupils are currently identified as looked-after or previously</p>  | <p>SS</p> | <p>27/01/2020</p> |



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| <p><b>looked-after?</b><br/>5 pupils currently fall into this category.<br/><b>Agreed:</b> This Policy was <b>ratified</b>.</p> <p><u>Siii. Children with Health Needs Who Cannot Attend School Policy</u><br/><b>How many children currently attend School with Health Needs?</b><br/>There are 3 pupils with serious health conditions.<br/><b>Do the obligations only kick in when a medical professional has certified it?</b><br/>Yes, although provisions are made for pupils who have not had any outside help or medical diagnosis.<br/><b>1:1 tuition is mentioned under section 3.2, how is this arranged?</b><br/>The Acting Deputy Headteacher advised this is funded by the local authority and arranged via the SENARS team. This would apply in cases of long-term absence and is explained in more detail on page 3.<br/><b>Agreed:</b> This Policy was <b>ratified</b>.</p>  |  |  |
| <p><b>6. Headteachers Report</b></p> <p><u>School context</u><br/>The Headteacher reported there is little change in pupil numbers as there has been an even flow of pupils joining and leaving the School. Year 1 has the lowest number of pupils, with a boy-heavy cohort in years 4, 5 and 6.<br/>EAL, SEN and EHCP pupil numbers are falling in the lower year groups.</p> <p><u>Attendance report – Autumn 2020</u><br/>The average attendance for November was reported at 96.3%, the School target is 97%.<br/><b>Does this include closed bubbles?</b><br/>There is a special registration code that is used, they are not reflected in the absence figures.</p> <p><u>Parent meetings</u><br/>Parent meetings were conducted via MS Teams this term. There was good uptake from parents and phone calls were made to those parents who did not wish to meet via video call. It was reported that more parents indicated they would choose MS Teams next time instead of phone calls.</p> <p><u>Covid catch-up groups – Autumn (2) 2020</u><br/>The Headteacher reported 144 pupils attending the catch up program which is run by 30 members of staff.<br/><b>Are there any refusals from parents who do not wish to send their children?</b><br/>Yes, there have been 2 refusals however these have been for good reason. Parents are very appreciative of the extra efforts and support the School is providing.<br/>The impact will be noted once assessments have been reviewed.</p> <p><u>EHCP application/assessment status</u><br/>3 EHCP applications submissions are awaiting confirmation.</p> |  |  |



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| <p>3 applications are in process and awaiting submission.<br/>5 potential EHCP applications to begin after assessment process.<br/>5 applications require follow-up to check if EHCP application is still required.</p> <p>MS reported she met with the new SENDCO on 5<sup>th</sup> October 2020, in her capacity as SEN Link Governor, and provided a Governor Visit Report to Governors. The report was very positive and MS feels the SENDCO has settled into the role very well. Another meeting has been scheduled next term.</p> <p>PS also reported a Safeguarding Link visit alongside the Deputy Safeguarding Link Governor, during which a meeting was held with the Acting Deputy Headteacher in her capacity as Designated Safeguarding Lead, and a spot-check of the Single Central Record was undertaken.</p> <p><b>Action: Governor Visit report to be completed and circulated to Governors and Clerk.</b></p> <p><u>Safeguarding updates</u><br/>9 Child Protection and Child in Need cases.<br/>1 removed from Child Protection register.<br/>2 safeguarding incidents since the last report, these did not require follow up.</p> <p><b>Are you expecting SATs to take place this year?</b><br/>SATs are being prepared for as usual.</p> | <p>PS &amp; MK</p> | <p>ASAP</p> |
| <p><b>7. AOB</b></p> <p>The Headteacher advised of 5 confirmed Covid cases and bubbles closed accordingly. The cases have not spread through the bubble or to adults within the bubble.</p>   |                    |             |
| <p><b>Date of next meeting</b></p> <p>9<sup>th</sup> December 2020: Full Governing Body<br/>13<sup>th</sup> January 2021: Standards &amp; Achievement committee<br/>27<sup>th</sup> January 2021: Finance and Resources committee</p>   |                    |             |

Meeting closed at 7.28pm

**Actions Log**

| <b>Action:</b>   | <b>For:</b> | <b>To be completed by:</b> |
|--|-------------|----------------------------|
| 30/09/2020 minutes: Page 4, paragraph 3 to be updated to read 'online learning via DBPrimary'.   | SS          | ASAP                       |
| Canvas teachers around providing live learning sessions when their bubble is closed and the whole class including the teacher is self-isolating, providing a live lesson in the morning to set work and one in the afternoon to review the work and go over any common issues. | JD          | ASAP                       |
| Add to the agenda of the next S&A meeting.   | SS          | 27/01/2020                 |
| Safeguarding Link Governor Visit report to be completed and circulated to Governors and Clerk.   | PS & MK     | ASAP                       |