

Minutes of a meeting of the Full Governing Body of Wimbledon Chase Primary School
("FGB") Wimbledon Chase Primary School, Merton Hall Road, London, SW19 3QB
on Tuesday, 01 March 2022 at 19.00hrs

Present: K Ellis (Headteacher)
T Jeans (Chair – Parent Governor)
M Fernando (Co-opted Governor)
D Urquhart (Co-opted Governor)
J Hearn (Co-opted Governor)
N Soysal (Parent Governor)
T Theodoratou (Parent Governor)
S Grocott (LA Governor)
J Fuller (Parent Governor)
A Hamilton (Co-opted Governor)
C Burnett (Co-opted Governor)
S Furlong-Beaumont (Co-opted Governor)

Others in attendance: R Knight (Associate Member)
K Baker (Associate Member)
S Dotchin – Clerk

Apologies: N Byford-Guy (Staff Governor)
A Hamilton (Co-opted Governor)

Absence:
Quorum: Yes

1. OPENING/QUORUM/APOLOGIES

**ACTION
NUMBER**

The Chair opened the meeting and declared that a quorum was present.
Apologies had been received from NBG, these were consented to.

2. DECLARATION OF INTERESTS

KE declared that his son is employed by the school.
JH declared that his wife is employed by the school.
SFB declared that her husband operates an extra-curricular club at the school.

3. ADHERENCE TO THE EQUALITIES STATEMENT

The Equalities policy was considered, no exceptions were identified and it was confirmed as being adhered to.

4. APPROVAL OF MINUTES

Governors reviewed and approved minutes dated 25 January 2022.

5. MATTERS ARISING

None listed

6. HEADTEACHER'S REPORT

Headteacher's written report had been circulated to governors prior to the meeting.

KE gave updated governors on new pupils, this term to date:

- Number of pupils who have joined this term from January = 8 mainstream – 13 Nursery
- Of these pupils 1 with Education Health Care Plan
- Of these number of English Additional Language pupils = 17, who require additional EAL support.
- Of these 0 are Pupil Premium

Promoting Equality and Diversity

The school is following the Cultural Equality action plan and regularly reviews how it promotes equality and diversity.

- Curriculum planning documentation now includes an equality and diversity column and staff are continually re-designing lessons to ensure that they have been adapted (for example, Early Years have included a wider range of role play foods, baby dolls and books that represent different cultures as well as photos, books and resources that represent different types of families and disabilities).
- Assemblies regularly focus on equality and diversity themes, including through our Rights Respecting School work.
- CB said that 14 rights respecting ambassadors are looking at diversity and inclusion. The Unicef 'children's rights' were introduced to pupils in September, which pupils are learning about. Ambassadors have already met with another school to discuss issues. They are presently focusing on playground use and how to use it in a fair and democratic way. There is now a RRS notice board which UNICEF have provided resources for. Governors suggested collecting quotes from the pupils involved and note how these lead to discussion and change.
- Assemblies this term will be based on the No Outsiders books, a structured resource which presents a whole school approach which promotes equality, how we are all different and how to challenge racism. We have had visitors this term from the Muslim and Hindu faiths working with children in Phase 3 as part of the RE curriculum.
- In the library development project the staff carried out a book audit and cull of dated books and teachers regularly update their reading corners.
- KE & Mrs Ruffle are on a year long Race Identity School leadership programme.

Reopening for Spring Term

- The school reopened to all pupils from 4th January 2022 in line with

DFE guidance as reported in Headteacher's verbal report, Full Governing Body Meeting, 25/01/22.

- **Covid-19** - Since the reopening of school, the community has adapted/supported the changes needed. It has been a challenge again to manage the difficulties that pupils/families are facing.
- In the first half of term, virtual assemblies resumed as part of the Outbreak Plan and all parent meetings were planned to be held virtually.
- All year groups were 'bubbled' at some stage in the first half-term and there were 170+ positive cases between January and February half-term.
- Staff absence due to Covid-19 rose with supply teachers in short supply nationally. Support staff helped cover classes. Governors asked about the impact and strain on staff supporting supply staff and absences. KE said that teams across year groups have been supporting each other with the support of Phase Leads. Where possible staff have been given extra planning time etc. KE said he is grateful to support staff for covering absences, when needed, Governors added their thanks.
- KE told governors that there had recently been a kindness week; lots of staff had left notes of gratitude for others.
- Following the Government's Living with COVID strategy, the school has is returning to more 'normal' school days, but with the understanding that children and staff will still catch the virus, that there is still a possibility that there will be 'outbreaks' in year groups and that there are still vulnerable children, members of staff and parents in our community.
- Staff and pupils no longer undertake twice-weekly asymptomatic testing; orders of LFD tests for schools have been cancelled.
- Hand washing, ventilation, keeping CO2 monitors operating and sensible social distancing will remain in place.
Governors asked about the challenges the school has using the present government guidance with no legal requirement in place. KE stated that he sends regular Covid-19 updates to parents asking for their support in adhering to the guidance and how this will support the school to limit disruption to face to face education.
KE explained the challenges the school had faced in providing Covid-19 secure arrangements for extra-curricular activities.
Governors queried children's resilience to all the changes Covid-19 regulations. KE said that support is now woven into daily practice.
- Masks do not need to be worn unless staff or children feel that they are more comfortable wearing them. However, we will encourage staff and volunteers to wear a face covering in crowded and enclosed spaces, especially where they come into contact with people they do not usually meet (such as on trips or on public transport).
- We will be reintroducing live assemblies, clubs and other routines that were paused because of last half term's outbreaks.
- If we do have an outbreak in a year group then we will go back to

a zoned play area for that year group, virtual assembly for them, sit in class groups for lunch for that year group and lining up for drop off in the morning.

- Remote Learning will continue to be available for pupils who self-isolate because of Covid.
- The School Risk Assessment is being updated to reflect latest practice.
- The school is planning to gradually open up for parents and there is a Share My Learning evening planned this term. We are also hoping to have parent volunteers back in school depending on positive cases, as well as some community events such as coffee mornings, community days and some whole school events in the summer term.

Governors referred to 'teacher burnout' often mentioned in the media. KE said that the SLT constantly monitor workload and review and reduce administration tasks. KE informed governors on the structure of support available, such as; Employee Assistance Programme, signposting to services (staff website page) iAPT trained staff, Phase Leads checking on well-being and the staff well-being questionnaire.

Update on Provision of Education for all children

- The current arrangements for educational provision at WCPS is good. The level of attendance has been lower this term than normal (due to Covid) but the Educational Welfare Officer (EWO) reports that our attendance is higher than many schools in the borough presently at 94%. Attendance is monitored closely by the school and the EWO and families are informed if their attendance falls below 90% and becomes a concern.
- 8% of the children who are classified as Persistent Absence have SEND or EHCPs. Their absence is monitored daily, the families are communicated with regularly. A number of these have been due to Covid and health conditions. Children who are off because of Covid related causes have bespoke work prepared for them.
- We have 95 children on the SEND register of which we have 26 Educational Health Care Plans (EHPs) in the mainstream classes and 13 in the ARP. Targets have been set through Individual Education Support Plans (IESP) meetings and the curriculum planning incorporates the needs of SEND children in the plans. Learning Support Assistants (LSAs) support teachers in addressing the needs of children with EHPs. Small group interventions are used to support children's learning and teachers are using assembly times to pre-teach children where needed.
- Speech and language provision continues to support a number of children at school along with Occupational Therapy (OT). Our Speech and Language Therapist has been running lunchtime training for all staff on speech and language teaching which has been well attended.
- Mental Health - Some children are supported with our 2 Emotional Literacy Support Assistants (ELSA) as well as some families who are

being supported by our CAMHS in School worker. It is planned to train another member of staff in ELSA, there will be training available in September.

- There was a well-being and mental health week where a number of things were focused on including - Staff meeting – how staff are managing stress, workload etc.; coffee mornings for staff; Pupil survey results shared with pupils during assembly and analysed by class teachers; promoting physical fitness.
- We have joined a Wellbeing school cluster group which has shared resources for schools.
- Subject monitoring by leaders has started up with learning walks and the monitoring of plans (although this was interrupted by staff absences and outbreaks in the first half of term).
- Staff took part in Cluster subject leaders meetings on our INSET day where good subject leadership practice was shared.
- The school has offered various workshops to parents this term including workshops in Oracy, Phonics, Maths Mastery and Safer Internet. The Parent Gym programme is onto its second cohort – the school have noticed an increase in parents seeking help with behaviour and is looking at further ways to support this
- The School Development Plan is regularly reviewed and RAG rated. The school is on track to achieve the actions in the plan (see SDP).
- The SDP (School Development Plan) had been RAG rated and circulated to governors prior to the meeting. Governors stated that they felt the RAG rating should be more positively reflect that all actions have been started.

Pupil Performance

1. The Spring term assessments will take place at the end of March and outcomes and targets reported at the next STLC.
2. There are currently 42 pupils eligible for Pupil Premium. PP pupils received food vouchers during half term. We have 10 PLAC and 1 LAC pupils presently in the pupil community.
3. The catch up funding, approximately £12k this year, is being used to access the National Tutoring Programme to support 30 children in Years 3 & 6 as well as to provide intervention groups across the school.
4. The KS1 and KS2 national curriculum tests will be taken this summer term (in May). All children in Years 2 & 6 will be counted in the figures (including children from the ARP as well as EAL children who have recently arrived at the school).
5. However, the results will not be published nationally this year - the LA have been told that the DfE are relying on these outcomes to help get a true picture of the impact of the pandemic.

Safeguarding (see Appendix A for Safeguarding Report)

1. The Safeguarding policy and all policies with safeguarding connections (Safeguarding suite of policies) seen in the earlier presentation, have been updated to include the following

statement:

- *Our policies are designed to ensure that the child is at the centre of all our decision making. All staff are aware that whole school and class systems are established to ensure that every child is able to share and express their concerns in a safe and confidential manner. We constantly strive to ensure that all children know their worries and views will be taken seriously by all staff and that every child will be treated with respect.*
2. Questions on feeling safe at school and on the way to school as well as questions on how boys/girls talk to each other or treat each other were included in the pupil Wellbeing questionnaire.
 3. Weekly safeguarding meetings take place so that the DSL team are fully aware and monitor identified vulnerable pupils and action any issues that arise. Staff know on a need to know basis and the DSLs check in weekly with pupils and their families.
 4. The school has a safeguarding action plan following completion of last term's Safeguarding Audit.

Other

Quotes for the library redecoration and refurbishment are being sourced. Governors asked what had been done with books that were no longer needed; KE said they had been given to charities and families at school who needed them.

TT told the meeting that she had made a link governor visit to Early years and had been pleased with the selection of toys available and the way they reflect the community.

Governors asked about the impact of the situation in Ukraine was having on the school community. KE explained that he has spoken directly with the families who have raised concerns. He has also shared resources for support via his communications with both parents and staff and made these available on the school website. The mental health cluster group had been able to provide some materials and support. We are supporting families and children from both sides of the conflict and we are conscious of ensuring that the whole school community feel welcome at school, supporting children's wellbeing and feeling of safety.

7. CHAIR UPDATE

TJ remarked on the redecoration of the main office reception area and the improvement it was.

TJ said that the governors are now aware of who may be involved during an OFSTED inspection.

Gas – TJ informed the meeting that the school's gas supply is presently supplied by GAZPROM. The Local Authority have informed the school that they will not be renewing the contract and are looking for new suppliers.

TJ reported that he had feedback to a parent regarding a previous complaint regarding the provision of girls' extra-curricular sport. This situation is now resolved.

8 CHAIR OF COMMITTEE REPORTS

SBC- chair informed committee that the SVFS had been reviewed for recommendation for approval of the FGB at this meeting; the FGB agreed to approve the SFVS for submission to the Local Authority.

PPC – chair informed that the ToR for this re-established committee has been reviewed. The committee is considering a name change which demonstrated that it is a committee which considers the whole school community. They are in the process of organising the Parent Survey, using the OFSTED parent view questions and introducing questions around belonging and well-being.

9. GOVERNOR TRAINING UPDATES

Clerk drew attention to courses being offered by the Local Authority this term.

Governors were asked to ensure they completed the safeguarding training via The Key for School Governors.

DU said that he had attended a session with SD who explained and demonstrated the My Concern safeguarding software.

10. COMPLAINTS

None to report.

11. AOB

SG said that she had attended a school assembly on Internet Safety.

CB asked governors to contact her regarding visits to link subjects.

12. CONFIDENTIAL MATTERS

See Part 2 minutes

13. MEETING CLOSE

There being no more areas for discussion, chair closed the meeting at 9.00pm

Date of next meeting 26 April 2022 @ 7:00pm

CHAIR - SIGNATURE.....

CHAIR - NAME.....

DATE:

Meeting 01032022/11

Meeting Number/ Action Number	Action	Person/s Responsible
9.1	NSPCC Casper Report – clerk will send out to all governors	SD

		Completed
9.2	Governor Newsletter to go out to parents	Completed
9.3	All governors to complete annual responsibilities (email dated 08.11.2021) <ul style="list-style-type: none"> ➤ Confirm with clerk re KCSiE ➤ Return D of I Forms to clerk 	ALL GOVERNORS COMPLETED
9.4	Parent governor election arrangements	KE/RK/SD COMPLETED
9.5	Advert to local schools for a co-opted governor	KE/RK/SD COMPLETED