

**GOVERNING BODY**  
**ELMSLEIGH INFANT AND NURSERY SCHOOL**  
**MINUTES OF MEETING HELD ON 14<sup>th</sup> MAY 2020 2:00 P.M.**  
**SUMMER TERM 1**

**PRESENT:** (Zoom Meeting)

Mrs. Bannister - Chair of Governors

Mrs. Burton, Mrs. Collins, Mrs. Guest, Mrs. Chapman, Mr. Stanhope,

Mrs. Plackett.

In Attendance: Kim Peace - Clerk

**42/19-20 APOLOGIES**

Clerk advised that Mr. Callow had tendered his resignation on 23<sup>rd</sup> March 2020 - Chair asked for nominations for temporary Vice Chair for the remainder of the academic year to be emailed to her.

**43/19-20 DECLARATIONS OF INTEREST - AGENDA ITEMS**

None

**44/19-20 MINUTES OF MEETING HELD 11<sup>TH</sup> FEBRUARY 2020**

Approved as true record - to be signed off at a later date

**45/19-20 MATTERS ARISING**

Mrs. Chapman and Mrs. Plackett were now members of the Friends of Elmsleigh fundraising committee. Mrs. Bannister has yet to meet the 2 joint chairs of FOE.

**46/19-20 ACADEMY CONVERSION**

Conversion went ahead on 1<sup>st</sup> April 2020, as planned.

Mrs. Burton reported that she has felt very well supported throughout the conversion process and since Elmsleigh became part of Esteem. This was endorsed by Mrs. Peace, SBM. There have been numerous Zoom meetings with Esteem staff to support SMT through the changes which have been implemented during unprecedented times.

## 47/19-20 HEADTEACHERS REPORT - SPRING TERM 2020

As Emailed on 7<sup>th</sup> May. KBU shared document on screen.

### Staffing

All staff on permanent/fixed term contracts will be paid 100% of salaries during lock down. Supply (zero hours) contracts discussed - 80% of hours which would have been worked had school remained open will be paid. Esteem do not advocate use of supply staff and have advised that fixed term contracts should be awarded going forward to support children with additional needs.

Re: staff cover - 18 days sickness cover for teachers has been factored into the budget. Insurance premium for 20-21 was £12300 compared with £4200 paid last year owing to long term staff absences over Aut/Spring term.

TA's have embarked on x3 on-line training courses during lock down and have also supported key worker children on a rota basis.

Teacher Sounds Write training will be bought forward to June 2020 - this will now take the form of a 6 week on-line course.

### Numbers on Roll - ERS

4 Y2 & 1 Y1 pupil will leave at the end of this academic year. Currently we are expecting another 3 pupils to join FS, so -2 places/funding for same.

Following successful tribunal applications, x1 Y1 pupil and x1 FS pupil have left mid term to join specialist settings which will again impact on funding.

The DCC SEND Officer is now back at work following a long-term absence - HT has a Zoom meeting with her on 18<sup>th</sup> May to discuss the ERS - pending places.

### Home Learning during Lock Down

LC - feels very supported as a parent with procedures in place to underpin home learning - class dojos etc.

Mrs. Arckless, Pastoral Lead has maintained regular contact with vulnerable families. Fareshare deliveries have resumed and parents are able to collect grocery packs from school on Wednesdays. Children registered for Pupil Premium have received food shopping vouchers to the value of £15 per week. The vouchers were issued during the Easter break and will also be sent to parents for half term week.

Chair expressed sincere thanks to all staff who are supporting pupils and their families during this difficult time.

### Nurture

Provision has developed - external schools are now taking up the majority of the places.

### Policies

Review process deferred until Esteem send policy list.

### Development of Library

Following completion of the community project, murals have been applied to the walls and net lighting installed to enhance the new library environment.

### Capital Plan

As an academy school, we must now submit bids for building projects. Bids should be prioritised in accordance with the Condition Survey - new flat roof being a priority for Elmsleigh. However, as a result of government spending to combat the Covid 19 health crisis, capital funding will reduce significantly over the next few years.

## **48/19-20 FINANCE UPDATE**

Deficit at the end of March - £28k. This is due to under-funding of the ERS. Should County approve Category C+ funding for our 16 ERS places, this would generate an additional £60k, thereby giving us a contingency. Esteem are to support us in this regard.

Esteem Financial Regulations.

KP precised document.

**Finance Regs approved**

## **49/19-20 PERSONNEL**

See confidential appendix attached at Appendix 'A'

## **50/19-20 MEMBERSHIP MATTERS**

Mr. Callow's resignation leaves another co-opted vacancy. So we now have 2 co-opted vacancies. It was agreed to defer recruitment until September. The LA governor place no longer exists since conversion to academy.

Governor training plan will be deferred until Esteem CPD Plan for Governors is published. These training sessions will be free.

### **51/19-20 CORRESPONDENCE**

Items received since last meeting:

- NGA Governor Matters
- DCC - Temporary Suspension of School Crossing Patrols
- The Key - all Governors have access as part of Esteem services

### **52/19-20 ANY OTHER BUSINESS**

None

### **53/19-20 DATE OF NEXT MEETING - SUMMER 2**

Change from 9<sup>th</sup> July 2020 to Thursday, 11<sup>th</sup> June 2020 @ 2:00 p.m.

Budget meeting with Esteem to finalise academic year 20-21 plan on 10<sup>th</sup> June - needs Governor approval by end of June.

Julian Schofield and Kevin Dee from Esteem to be invited to meeting which will again be a Zoom conference.

**What have we achieved this evening which impacts on teaching and learning at Elmsleigh?**

*JG Finalised plans for phased opening of Rec and Y1 from 1<sup>st</sup> June 2020*

*EC Personnel policy decision re: unpaid leave*

*KBa The commitment of all staff during the Covid crisis has been recognised and the positive impact this has had on the school community*

*RS Risk assessments in place to support safe opening of school*

There being no further business, the Chair thanked everyone for their attendance and declared the meeting closed at 3.30 p.m.

**Signed**



**KELLY BANNIATER - CHAIR Dated 11<sup>th</sup> June 2020**