

**POVEREST PRIMARY SCHOOL
GOVERNING BOARD
MINUTES OF MEETING
WEDNESDAY 22 SEPTEMBER 2021 AT 6pm
Held Via Video Conference Due To COVID-19**

PRESENT:

Mr T Baughan
Mr K Graham
Mr G Martin
Mrs J Nemeth
Mr Z Onubogu
Mr M Parker
Mrs S Tysall (Chair)
Mrs S Weeks (Head Teacher)
Mrs A Willis

IN ATTENDANCE:

Mr P Haylock (Deputy Head Teacher)
Miss K Lewis (Clerk)
Mrs E Wilson (Deputy Head Teacher)

Item	Agenda Item	Action
1.	<p>ELECTION OF CHAIR AND VICE CHAIR</p> <p>1.1 <u>Election of Chair for 2021/22</u> There was one nomination for chair. Sue Tysall was unanimously re-elected for a further term.</p> <p>1.2 <u>Election of Vice Chair(s) for 2021/21</u> There were two nominations for joint vice chair. Grant Martin and Michael Parker were unanimously re-elected for a further term.</p>	
2.	<p>WELCOME AND APOLOGIES FOR ABSENCE DECLARATION OF INTERESTS</p> <p>Apologies were received and accepted from Mr S Haylen and Mrs C Wildman.</p> <p>No interests were declared in any agenda items.</p>	
3.	<p>UPDATE ON THE RETURN TO SCHOOL</p> <p>SW reported that the school had continued with strict regimes to protect health and safety, therefore the outbreak in one year group was very disappointing. She had been in consultation with Bromley Public Health and it agreed with SW that the school continue to retain its Risk Assessment.</p> <p><i>Governors asked about ensuring adequate ventilation throughout the school.</i> SW explained the procedures in place and that as many windows and doors as possible were opened. <i>In response to further questions from governors, SW confirmed that masks continued to be worn by staff, the bubble system had been retained and staff were testing twice weekly. The majority of staff had been double vaccinated and the reasons why a few were not was explained.</i> Governors accepted that the school was doing all it could to prevent infection spreading.</p>	
4.	<p>Board matters</p> <p>4.1 <u>Board membership and terms of office ending in 2022 and succession planning</u> The details had been circulated and were discussed. The Clerk would prepare a timeline for succession planning purposes.</p>	Clerk

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	<p>6.2 Governor Safeguarding Training Governors had been asked to complete the school's <i>Safeguard</i> training. The importance of all governor's completing training was emphasised.</p> <p>Governors were reminded to use their school emails for school business and to contact the Clerk if there were problems logging on.</p>	<p>Governors</p> <p>Governors</p>
7.	<p>MINUTES AND ACTIONS/MATTERS ARISING</p> <p>7.1 Minutes Minutes of the meeting held on 15th July 2021 were approved and would be signed by the Chair.</p> <p>7.2 Actions and Matters Arising not on the agenda</p> <p>7.2.1 Evaluation of Governors Vision Statement and SIP- working group The Chair had prepared a draft GB development plan as part of the SIP. SH and JN would be invited join the group to provide input. The Chair would set up a meeting.</p> <p>It was felt that the Vision Statement continued to be a good and accurate reflection of the Board's position. SW confirmed that an extract had been included in a document to promote the school at open-mornings.</p> <p>7.2.2 Governor areas of responsibility and returning to arranging visits/meetings JN would organise a health and safety visit later in the autumn term with ZO. JN had attended the September inset day health and safety and fire safety training.</p> <p>7.2.3 Website development It was reported that final costings were being put together. An AFACT website had been developed for a small charge.</p> <p>Governors were asked to contact MP with any issues they experienced with the website.</p> <p>7.2.4 Governor personal statements Some statements still required updating/amending or completing and governors were asked to check wording and provide outstanding statements.</p> <p>7.2.5 Thanks The Chair had sent a letter of thanks to staff on behalf of the board at the end of the last academic year.</p> <p>All other actions had been completed.</p>	<p>Chair</p> <p>JN, ZO</p> <p>Governors</p>
8.	<p>CHAIR/VICE-CHAIRS' ACTION</p> <p>8.1 Road safety It was reported that the person in charge of the Bromley Travel Plan Team had been written to regarding a site visit as a follow up to safety issues that had been highlighted. The school would like to continue with the School Street initiative to assist with safety and pollution reduction. SW reported on the school's rota system to ensure staff were outside during pick up and drop off. It was confirmed that the LA was looking into CCTV. Addressing the safety issues were discussed including a campaign involving the children. It was agreed that MP would write an article for the newsletter.</p>	<p>MP</p>
9.	<p>AFACT UPDATE SW reported on the facilitated session for HTs and DHTs that took place on</p>	

