MINUTES OF A MEETING OF THE GOVERNING BODY OF BRADDAN SCHOOL

Location:	Braddan Primary School, Braddan	
Date:	Wednesday 18 November 2020 at 1.00pm	
Present:	Mrs E Brown	Chairman/Co-opted Governor
	Rev D Richards	Co-opted Governor (via video link)
	Mrs Barbara Brereton	Education Council
	Mr Keith Green	Co-opted Governor
	Mrs Sorcha Cowin	Teacher Governor
	Mrs Kavitha Rajagopalan	Parent Governor
In Attendance:	Mrs L Oates	Headteacher
	Mrs J Brookman	Clerk
Apologies:	None	

		ACTION
1.0	Minutes of Last Meeting: 1.1 The minutes of the meeting held on 16 September 2020 were read, approved and duly signed. 1.2 (6.2) Index of Policies will be circulated to Governors.	 LO
2.0	Matters Arising: 2.1 As above 2.2 As a number of Governors had to leave early today it was agreed that the H&S walk would be postponed to another day to allow the Governors meeting to be in full attendance. Meeting commenced straight after lunch. Classroom visits were also postponed to a date to be agreed.	 LO
3.0	Headteacher's Report: The report was read out to the Board with additional information/discussion: 3.1 (a) Attendance of pupils: It's Learning also has a facility to translate for EAL pupils 3.2 (b) Suspension and expulsion of pupils: behaviour has generally been very good in school so far. Governors are to be involved with any modified timetables that are generated. 3.3 (d) Repair and maintenance of the fabric of the school; works: Governors to write to the Chief Exec regarding the building work which started during the half term break. 3.4 (e) Curriculum: It is expected that any future lockdowns will be done as isolated areas, so perhaps as a class or a whole school rather than an island wide lockdown. We have enough iPads to loan to families who do not have access to one at home. 3.5 (g) Health and safety: Proposed H&S walk postponed to a date to be agreed (see matters arising) 3.6 (i) Teaching and other school staff: Potentially we could have a change in numbers for teaching staff for the next academic year. 3.7 (jii) SSRE: Validation is on hold UFN 3.8 (k) School improvement plan: Send to Governors once finalised, hopefully by the end of this week.	 EB LO LO
4.0	Leadership Programme Update: 4.1 Very positive all round. Parent Governor attended and gave a brief run-down of the presentations and findings.	

5.0	School Improvement Plan: 5.1 See 3.8 above	
6.0	School Document Reviews (Health & Safety Policy): 6.1 Overall a very good policy, some amendments agreed. Revised document to be drawn up and circulated. 6.2 Key policies are on the school website 6.3 Governors also need to review the schools risk assessments	LO
7.0	Attendances: September & October 2020 The forms were discussed and contents noted.	
8.0	Monthly Budget Summaries: September & October 2020 The forms were discussed and contents noted.	
9.0	Newsletters: September, October and November 2020 The newsletter was discussed and contents noted.	
10.0	Any other business: 10.1 Governors Training: As minutes of Governors meetings are subject to FOI, we need to be mindful not to include identities of pupils etc. so no initials. Agreed to upload the minutes to the school website once signed off. Some elements may be exempt from FOI requests, LO to look into. A new Disciplinary Policy is due out shortly, agreed for BB to bring the changes/the updated version to the next meeting. All Governors now have access to Microsoft Teams Articles and Instrument of Government are on the government website (gov.im), select Education, Training & Careers, then click Education, Sport & Culture, click Information and Publications, click B and then Braddan School. They are also on the school's website. 10.2 ICT Co-ordinators Meeting: there are not enough iPads island wide and the focus seems to be placed on secondary schools so unfortunately primary schools have to deal with 4 pupils using 1 iPad which is not ideal. The Manx Solidarity Fund is an organisation that individuals can approach for financial help, which may be an option for home learning iPads. *POST MEETING NOTE: SC clarified the quantity of iPads and laptops that schools should have and it should be 1:4 on iPads and enough laptops for the school's largest class. We are very much in need of laptops in that case as we should have 30 laptops and we only have 13.* 10.3 Discussed as to whether a licence was needed for the sale of food not prepared on site (e.g. cake for cake sales) – LO to look into.	LO BB LO
11.0	Date of Next Meeting: Wednesday 13 January 2021 at 3.45pm.	
	Meeting closed at 3.10 pm (DR, BB & SC left the meeting at 2.30pm).	

Signed: _____ Position: _____

Date: _____