

The Nar Valley Federation of Church Academies

**Full Meeting of Local Governing Body 6pm,
Tuesday 20th July 2021, Virtual, via Teams**

‘Working Together for the Good of All’



**Diocese of Norwich
Education and
Academies Trust**

Let your light shine

Matthew 5:16

We aim to become a community which nurtures individuals to develop a sense of belonging, purpose and self-belief in order for all to flourish and shine.

Our values of respect, responsibility, kindness, courage, hope and forgiveness are clearly illustrated in the parable of the Good Samaritan (Luke 10:25-37). This powerful message provides a basis to enable our children to flourish and shine as unique individuals.

Governors should ask the following of each report/verbal presentation:

- 1. Where is there achievement (success) or underachievement (less success)?**
- 2. To what extent?**
- 3. Why?**
- 4. What is being done about it?**
- 5. How will we know action taken has been successful?**

Further suggested questions are listed below the agenda

| SUMMER-2 2021 AGENDA | | |
|---|-----------------------------|--|
| Description | Lead | Paper Ref |
| 1. Opening formalities 1.1 Opening Prayer 1.2 Receive Apologies for Absence 1.3 Consent/Non-consent to absence 1.4 Declaration of any pecuniary or other interest with regard to items on the agenda | Chair | |
| 2. Minutes and Actions 2.1 To approve the minutes of the meeting held on 17/5/21 2.2 To review actions from previous meetings 2.3 To discuss matters arising from the minutes | Chair | Minutes Actions Summary |
| 3. Headteacher's Report 3.1 Receive report from Headteacher including: <ul style="list-style-type: none"> the analysis of the vulnerable groups across the school and progress re Single Change Plan what Transition arrangements are in place update on Communication Strategy BIF update on NVF Sports Premium Spending | HT | HT report SEF/SCP/OO SOAPs Ofsted Rec- ommendations BIF NVF Sport Premium |
| 4. Safeguarding and Attendance 4.1 How has safeguarding been adapted during COVID 4.2 How has COVID affected pupil attendance and what steps have leaders taken to ensure highest possible attendance since March 2021 4.3 How has COVID affected staff attendance | HT/ Safeguarding Lead | |

| <p>5. Reports from Committees and Designated/Link Governors</p> <p>5.1 Receive verbal reports from Chairs of LGB Committees for meetings held this half-term:</p> <p>5.1.1. Resources Committee - 29/6/21 (including approval of Friends of Narborough Primary Audited Accounts for 1/12/18 – 30/11/19 and 1/12/19 – 30/11/20)</p> <p>5.1.2. Ethos and Community Committee – 22/6/21</p> <p>5.1.3. Receive verbal report from Designated/Link Governors regarding any activity they have undertaken since the last meeting (Safeguarding, SEND, Looked After Children, Pupil Premium, Sports Premium, Health & Safety, EAL, Website Compliance, RSHE)</p> <p>5.1.4. Receive update from Chair regarding Academy Improvement Review meetings</p> <p>5.1.5. Review make-up of the Headteacher Performance Management panel – assign 2 governors (NB at least one governor should attend the HTPM training on 6 July 2021 at 4pm)</p> | | Committee Minutes FONS Audited A/cs | | | | | | |
|---|--------------------------------|--|---|----------|-----------------------------|-----------|-------|--|
| <p>6. Governor Monitoring</p> <p>6.1 Receive reports of in-person monitoring or remote monitoring</p> <p>6.2 Plan monitoring for Autumn 2021</p> | All | Remote Monitoring Plan/Visit Reports | | | | | | |
| <p>7. Continuous Professional Development for Governors</p> <p>7.1 Discuss training requirements for whole LGB and individual governors, particularly for those with designated responsibilities</p> | All | | | | | | | |
| <p>8. Annual LGB Self-Assessment</p> <p>8.1 Complete the annual self-assessment of the LGB and submit to the Trust Board via the Head of Governance by 31 August 2021</p> | | LGB Self-Assessment Form | | | | | | |
| <p>9. Policies</p> <p>9.1 Adopt the following Core Trust Policies (check on website):</p> <table><thead><tr><th>Policy</th><th>Date emailed to Academy Office</th></tr></thead><tbody><tr><td>Disciplinary Procedures for All Employees</td><td>7/6/2021</td></tr><tr><td>Vexatious Complaints Policy</td><td>30/6/2021</td></tr></tbody></table> <p>9.2 Agree and approve the following Academy Policies:</p> <ul style="list-style-type: none">• Choices for Learning (including Covid behaviour addendum)• Before School Care• Local Governor Visits Policy• Offsite Visits Policy | Policy | Date emailed to Academy Office | Disciplinary Procedures for All Employees | 7/6/2021 | Vexatious Complaints Policy | 30/6/2021 | Chair | Core Trust Policies are on Trust website NVF policies in meeting folder on Governor Hub |
| Policy | Date emailed to Academy Office | | | | | | | |
| Disciplinary Procedures for All Employees | 7/6/2021 | | | | | | | |
| Vexatious Complaints Policy | 30/6/2021 | | | | | | | |
| <p>10. Any Other Business</p> <p>Of sufficient urgent and importance to be discussed and to be agreed with the Chair prior to the meeting</p> | Chair | | | | | | | |
| <p>11. Closing Formalities</p> <p>11.1 Agree LGB & Committee meetings schedule for 2021-2022 (with reference to Trust meetings schedule for 2021-2022)</p> <p>11.2 Date, time, venue of next meeting</p> <p>11.3 Closing prayer/reflection</p> | Chair | Meeting schedule 21/22 | | | | | | |
| <p style="text-align: center;">Closing Reflection:</p> <p style="text-align: center;">How has our Christian vision informed how we have responded to the impact of COVID this year?</p> | | | | | | | | |

Notes

Item 4.1 – Headteacher’s Report

Leaders have been asked to respond to the following as part of the verbal or written information they provide for governors

- Pupils’/students’ attendance, behaviour and academic achievement attainment up to March 2021. Including that of vulnerable groups.
- The academy’s response to questions that this information.
- What progress the academy was able to make in responding to these issues, including training opportunities.
- What went well / needed to be better in the remote learning (see Remote Learning SEF).
- How leaders maintained the academy’s distinctive Christian ethos during lockdown.
- Staff wellbeing.
- What progress the academy has been able to make against its Single Change Plan priorities.
- What leaders have done to recalibrate and set a new trajectory of improvement.
- Leaders’ evaluation of the support and scrutiny offered by the LGB and trust officers.

Item 5 Safeguarding and Attendance

The following website shows statistics regarding pupil and staff attendance so that you can compare the academy data with national statistics:

<https://explore-education-statistics.service.gov.uk/find-statistics/attendance-in-education-and-early-years-settings-during-the-coronavirus-covid-19-outbreak>