

**The Nar Valley Federation of Church Academies
Full Meeting of Local Governing Body
6.00pm Monday 14th December 2020
Virtual Meeting held via Teams**

'Working Together for the Good of All'



Diocese of Norwich
Education and
Academies Trust

AUTUMN-2 2020 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 29/09/2020 2.2 To review actions from previous meetings 2.3 To discuss matters arising from the minutes	Chair	Minutes Actions Summary
3. LGB Membership 3.1 Review and record appointments, resignations and vacancies (and action taken to fill vacancies)	Chair	
4. Presentation from Senior/Curriculum Leader 4.1 Recovery Curriculum BIF Final report for Governors to ask questions & Update on current BIF(s) 4.2 Receive written Safeguarding Report from ES including CURA data	HT HT/ES	Recovery Curriculum BIF Final Safeguarding Report
5. Headteacher's Report 5.1 Receive and discuss Headteacher's Termly School Self-Evaluation Report (Sporle SEF only) including the analysis of the vulnerable groups across the school and progress re single change plan	HT	<ul style="list-style-type: none"> • HT Report • SOAP • OO • SCP
6. Health and Safety 6.1 Review health and safety policy to ensure it is being implemented in line with the DNEAT policy framework	Chair/H&S Desig Gov	
7. Reports from Committees and Designated/Link Governors 7.1 Receive verbal reports from Chairs of LGB Committees for meetings held this half-term: <ul style="list-style-type: none"> 7.1.1. Ethos and Community 7.1.2. Resources (including feedback regarding new/updated risks from Risk Register) 7.1.3. Standards & Curriculum <ul style="list-style-type: none"> • 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) • Receive verbal feedback from Chair regarding Autumn AIR meeting (if held prior to this meeting) 		Committee Minutes Ethos 24/11/20 Resources 10/11/20 Standards 8/12/20

<p>8. Governor Monitoring</p> <p>8.1 Receive Governor Visit reports with regard to any remote monitoring carried out and discuss actions required</p> <p>8.2 Discuss monitoring requirements for Spring term</p>	All	Visit Reports NVF Remote Monitoring 20/21																						
<p>9. Continuous Professional Development for Governors</p> <p>9.1 Discuss training requirements for whole LGB and individual governors, particularly for those with designated responsibilities</p>	All																							
<p>10. Policies</p> <p>10.1 Adopt the following Core Trust Policies (if not already adopted at Autumn-1 meeting)</p> <table border="0" data-bbox="284 577 1002 1037"> <thead> <tr> <th style="text-align: left;">Policy</th> <th style="text-align: left;">Date emailed to Academy Office</th> </tr> </thead> <tbody> <tr> <td>Accessibility Policy & plan</td> <td>30/09/2020</td> </tr> <tr> <td>Health and Safety (Trust Wide)</td> <td>30/09/2020</td> </tr> <tr> <td>Preventing Extremism and Radicalisation</td> <td>30/09/2020</td> </tr> <tr> <td>Staff Adjustment Policy</td> <td>30/09/2020</td> </tr> <tr> <td>Business Continuity Plan</td> <td>30/09/2020</td> </tr> <tr> <td>Admissions Policy 20/21</td> <td>30/09/2020</td> </tr> <tr> <td>Whole School Pay Policy</td> <td>24/11/2020</td> </tr> <tr> <td>Dealing with Allegations of Abuse Against Staff</td> <td>24/11/2020</td> </tr> <tr> <td>Code of Conduct for All Adults</td> <td>24/11/2020</td> </tr> <tr> <td>Management of Sickness Absence</td> <td>24/11/2020</td> </tr> </tbody> </table> <p>10.2 Agree and approve the following Academy Policies:</p> <ul style="list-style-type: none"> • Remote Learning Policy • Calculation (Maths) Policy • Homework Policy • Feedback (Marking) Policy • Minibus Policy & Risk Assessments • Attendance 	Policy	Date emailed to Academy Office	Accessibility Policy & plan	30/09/2020	Health and Safety (Trust Wide)	30/09/2020	Preventing Extremism and Radicalisation	30/09/2020	Staff Adjustment Policy	30/09/2020	Business Continuity Plan	30/09/2020	Admissions Policy 20/21	30/09/2020	Whole School Pay Policy	24/11/2020	Dealing with Allegations of Abuse Against Staff	24/11/2020	Code of Conduct for All Adults	24/11/2020	Management of Sickness Absence	24/11/2020	Chair	<p>Core Trust Policies are on DNEAT website <i>Pls check with academy office to see if any policies have been issued after this agenda has been uploaded</i></p> <p>NVF Policies are in the folder for this meeting on Governor Hub – these are all on the agenda for Standards to review on 8/12/20</p>
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<p>11. Approval of Friends of Castle Acre & Friends of Narborough Audited Accounts</p> <p>11.1 To approve the audited accounts of FOCAS Dec 18 – Nov 2019</p> <p>11.2 To approve the audited accounts of FONS</p>	Chair	Audited Accounts																						
<p>12. Any Other Business</p> <p>Of sufficient urgency and importance to be discussed and to be agreed with the Chair prior to the meeting</p>	Chair																							
<p>13. Closing Formalities</p> <p>13.1 Date, time, venue of next meeting</p> <p>13.2 Closing prayer/reflection</p>	Chair																							
<p>Reflection</p> <p>What does it feel like to be a pupil/student in this academy?</p>																								

Question Prompts for Governors

Item 4 Presentation from Senior/Curriculum Leader

- What is the impact of actions taken to secure rapid improvement against milestones and success criteria with the Single Change Plan and/or Bitesize Improvement Plan (BIF) this term?
- How does your curriculum address disadvantage and provide equality of opportunity?
- How will your curriculum lift children out of their 'lived experience' to give them the powerful knowledge they require to improve their life chances?
- Is the curriculum appropriate for the needs of your pupils?
- What are pupil's starting points like when they enter reception? What are they not good at and how do you plan your curriculum so that knowledge deficits rapidly diminish?

Item 5 Headteacher's Report

- How is the Headteacher coping with all the additional pressures relating to Covid-19@
- How are the staff coping? What is morale like?
- How are the children adapting?
- Are there any issues relating specifically to vulnerable children?
- Do we have any families who will struggle with providing meals during the Christmas holiday?
- What are the key areas of development in your Single Change Plan?
- How are you managing to provide remote education for any children who have to isolate?
- What would you say are the main challenges in the use of the pupil premium, and how is the school working to overcome them? What benefits can you see from the allocation of the pupil premium?
- What are your areas of weakness? What are you doing to improve these? What has been the impact of your interventions?
- What are you most concerned about?
- What has pupil movement been like this term? Have children left and if so from which year group(s) and what are the reasons for their departure?

Item 6 Health & Safety

- Is our health and safety policy being implemented in line with the DNEAT policy framework?
- How does the school ensure it keeps up to date with relevant health and safety regulations and guidance?
- Is there a designated health & safety co-ordinator; are governors and staff aware of who this person is?
- How often are safety inspections carried out and are the outcomes reported to the governing body?
- Are the school's procedures for dealing with a breach or incident clear?
- Are staff clear about the procedures for dealing with health and safety emergencies?
- Does the school have clear and proportionate procedures in place for approving (risk assessing) school trips/outdoor activities?
- Are learners taught in a healthy and safe environment?
- Are health and safety procedures in place? How are they monitored?

Item 8 Governor Monitoring

- Have governors managed to undertake remote monitoring?
- How do governors document these and feedback to the school and GB? (Click here to view monitoring forms and plans on GovernorHub

<https://app.governorhub.com/s/dneat/resources/5874d6591973a80001908dea>)

Item 9 Continuous Professional Development for Governors

- How are the training needs of governors identified and addressed?
- What training have governors undertaken recently and what has been the impact of this training?
- What training are governors booked to attend this term?
- Has anyone on the LGB booked to attend the Relationships and Sex Education training?
- Are governors using Modern Governor for online learning?