

SAMUEL WHITBREAD ACADEMY (SWA) – GOVERNING BODY MEETING

Tuesday 28th April

PUBLISHED MINUTES

No.	Item
1	<p>WELCOME AND INTRODUCTIONS</p> <p>Attending the online meeting in addition to the governors were members of the Senior Leader Team (SLT).</p> <p><u>Apologies</u> – There were no apologies for absence. <u>Declarations of Interest</u> - There were no declarations of personal interest relating to the agenda.</p> <p>One Governor has resigned from Governor Body.</p>
2	<p>PRINCIPAL REPORT</p> <p>The Principal delivered a verbal update. This included:</p> <ul style="list-style-type: none">• How the school has implemented the COVID Contingency Plan and is dealing with the lockdown• Plans for reopening• Work on awarding Teacher Assessment Grades for GCSEs and A Levels• Admission numbers for September 2020• Staff vacancies/changes and absence due to COVID-19• Progress on staff appraisal• New template for the Site Health and Safety Report• The addition of the COVID Reports to the School Development Plan (SDP).• Update on possible WIFI/IT upgrade
3	<p>TEACHING & LEARNING</p> <p>The Vice Principal produced a COVID 19 Report on Teaching and Learning, which detailed what actions have been put in place in response to COVID 19, what future challenges are anticipated and what the plan is to mitigate these risks.</p>

	Governors discussed how Show My Homework was being used including how Staff were being guided in terms of how and when to set work.
4	<p>PUPIL PREMIUM (PP)</p> <p>The Associate Principal produced a COVID 19 Report on PP which detailed what actions have been put in place in response to COVID 19, what future challenges are anticipated and what the plan is to mitigate these risks.</p> <p>Governors discussed the uptake of free school meals and the good relationships being established with parents.</p>
5	<p>SEND & SIXTH FORM</p> <p>The Assistant Principal produced a COVID 19 Report on SEND and Sixth Form, which detailed what actions have been put in place in response to COVID 19, what future challenges are anticipated and what the plan is to mitigate these risks.</p>
6	<p>GCSE & A LEVEL TEACHER GRADES</p> <p>The Vice Principal (IB) produced a COVID 19 Report on Curriculum, Data, Assessment and Exams, which detailed what actions have been put in place in response to COVID 19, what future challenges are anticipated and what the plan is to mitigate these risks.</p> <p>Governors discussed how the Teacher Assessment Grades would be calculated and how SWA are working to ensure there will be accuracy and consistency across the board.</p>
7	<p>CAEIG & PSHE</p> <p>The Associate Principal (EF) produced a COVID 19 Report on CAEIG/PSHE, Sociology/Psychology, IT and MFL, which detailed what actions have been put in place in response to COVID 19, what future challenges are anticipated and what the plan is to mitigate these risks.</p> <p>Governors discussed how remote learning tools will be used for MFL.</p>
8	<p>SAFEGUARDING</p> <p>The Assistant Principal (CH) produced a COVID 19 Report on Safeguarding, which detailed what actions have been put in place in response to COVID 19, what future challenges are anticipated and what the plan is to mitigate these risks.</p> <p>Governors discussed how many pupils were attending school, how the school was communicating with students regarding their well-being and access to what they need for an education perspective, and the addendum to the Safeguarding Policy due to COVID 19.</p>
9	<p>MINUTES AND ACTIONS OF THE PREVIOUS MEETING</p> <p>Governors confirmed they had read and agreed with the last minutes from 4th February 2020.</p>

	Governors thanked all staff at SWA for their hard work.
10	POLICIES The Clerk confirmed that the following policies had been adopted by Governors remotely: Special Educational Needs Policy, Bereavement Policy, SWA Fire Safety Management, Addendum 1- COVID-19 Safeguarding update.
11	NEXT MEETING DATE Next meeting date was confirmed as Tuesday 12 th May.