



MAYFIELD PRIMARY SCHOOL

Meeting of the Full Governing Body

Thursday 29th April 2021 at 6.00pm via Zoom

Attendees

Anna Chaudhri (Chair)
 Judith Greenwood
 Louise O’Gorman (Clerk)
 Alison Cox
 Sarah Stepney (Head)
 Andrew Monteath
 Paula Ayliffe (Head)

Kate Challis (SBM)
 Jo Sharpington
 Anthony Rayner
 Richard Kerridge
 Halina Konopacka
 Clare Bartlet
 Ann Nicholls

1.	<p><u>APOLOGIES</u> Apologies were received and accepted from Gerard Newnham, Jane McHugh and Joel Dixon.</p> <p>No apologies were received from Avi Bhangaokar.</p> <p>Jake Holt did not attend as he is on paternity leave.</p>	<u>Action</u>
2.	<p><u>DECLARATION OF INTERESTS</u> There were no interests to declare</p>	
3.	<p><u>MINUTES OF THE PREVIOUS MEETING</u> The minutes of the meeting of the 3rd March 2021 were agreed. There were no actions or matters arising.</p>	
7.	<p><u>BUDGET 2021/2022</u> This item was brought forward on the agenda and Kate Challis was in attendance to answer any questions which arose.</p> <p>The Budget for 2021/ 2022 had been discussed with the Resources committee on Monday 26th April. The committee approved it to be presented to the Full GB. The Budget and relevant notes were circulated to the GB in advance of the meeting.</p> <p>Judith presented the budget to the GB and highlighted some points.</p> <ul style="list-style-type: none"> • The estimated cost of COVID to the school is £100k. This is from loss of income (largely from lettings,) and the extra costs to the 	

school for items such as cleaning equipment and additional cover staffing costs. Because of this, what would usually be a healthy carry-forward is exceptionally low at £50,213 with £18,081 being unallocated.

- The school cannot submit a negative budget to County; the school has had to make adjustments to staffing to ensure a balanced budget. A small deficit of up to about £10,000 may be allowable in some circumstances but there must be a plan in place to get rid of that deficit within one year. The school has decided not to go down this route, since projections going forward indicate a tight budget for some time to come.
- Lettings are expected back in school and will provide some income. The school is being conservative about the amount of income from lettings we expect, and any extra will allow spending where it is needed. Before COVID lettings income could be up to £50,000 per year; in this budget it is projected to be £37,000.

(6.09 - Halina joined the meeting)

- Mayfield can be somewhat flexible and the Heads will go into class if required. Paula is spending a day in class and Sarah half a day next year. Governors expressed the point that this is a time cost to the school; taking the Heads back into class has an impact elsewhere.
- SEN funding is a problem as the funding from the LA does not cover the full cost of a SEN child. The funding received per child has not changed in some 10 years, and does not cover the cost incurred by the school.
- More pupils allocated to Mayfield would increase the budget. We are 17 pupils down on what we had last year which is mainly due to not having the pupils from overseas.
- Reception numbers are slightly down on last year. The second round of allocations are currently being considered. Mayfield is doing well for pupil numbers in comparison to other schools in the area. The cost of living in the area is also a contributor to this; many families are choosing to live outside of the city where the cost of living is cheaper.
- The budget is planned for the 14 classes which we have in school however the funding is only for 13, classes because of the actual number of pupils in school.
- Volunteers cannot be welcomed back into school yet; they might be an additional source of support and there are parents and governors willing to volunteer in school. The Heads commented on how valued volunteers are to the school.

Q. The budget for staff training and development has been reduced. Will this have a knock-on effect or is there going to be more training done in-house?

A. We are going to focus on in-house training as we have found it is in many ways more beneficial than paying for staff to go on training. Knowledge shared in-house is said to have a much greater impact on staff than sending them out of school on a course; it can be related to the school and how it would be relevant to Mayfield. Training is also being done online throughout the school. There is a huge range of resources available online.

	<p>Q. Do we get funding for NQTs? A. From September the Early Careers Framework comes into effect for any new teachers starting. If you follow the framework with a local provider you get funding for costs incurred for the NQT and the mentor. Fully qualified status is received after the second year of teaching. We do not currently have any NQTs at Mayfield, but this will be something we will be considering in 12 months.</p> <p>Q. What do you think the impact on the children’s education will be from the cuts to staffing? A. The intervention teachers are being placed in a class – which year group is currently undecided. There are no state schools that we can name who can afford to employ additional teachers. The intervention teachers were a luxury which our healthy carry-forward has allowed in recent years.</p> <p>The increasing tension between educational outcomes and funding is an ongoing discussion. We need to agree to a balanced budget but equally we must not lose sight of the educational progress we have made and the good provision we wish to maintain.</p> <p>Q. Many of the parents were wondering how you are calculating what has been lost from the pandemic - not just in terms of money but with the children and their learning. A. It would be beneficial for us to put together a report of assessment data and go through it at a later date, with recommendations. Some of these features will feature in the SDP for next year. Assessments have been completed and the teachers as well as the Heads have had consultations with as many parents as possible.</p> <p>The Governors discussed at length concerns over school funds. Fundraising was considered both within the school and in the local community, as well as encouraging parents to get in touch with local councilors and MP’s.</p> <p>It is for the governors to decide what is being shared with the parents regarding budgets and funding, and agreed that we do want to cause unnecessary alarm.</p> <p>Anna proposed to write to Daniel Zeichner and address our concerns for school funding. He will be invited to attend a meeting with the Governors.</p> <p>Andrew has previous experience raising money for causes. He came forward with Anthony to put together a fundraising plan and request a meeting with the Chair of the PTA.</p> <p>The GB unanimously agreed to pass the budget for 2021/22. The governors wished to pass on their thanks to Kate and the team for working hard to achieve the budget balances.</p>	<p>Anna</p> <p>Anthony and Andrew</p>
<p>4.</p>	<p><u>GOVERNOR ISSUES</u></p> <p>Jane McHugh’s term of office has come to an end, however she has expressed that she would like to stay on with the Governing Body. For personal</p>	

	<p>reasons she will not be attending meetings for some time. The Governors voted unanimously for Jane's term to be renewed and asked for their thoughts and kind wishes to be passed on to her.</p> <p>Equality and Diversity Link Governor – Richard has come forward to fulfil this role and has spoken with Kate about what it involves.</p> <p>Gerard Newnham will be leaving the GB with immediate effect, due to relocating to Suffolk. The governors thanked Gerard for his time with the GB.</p> <p>Louise will contact Cambridgeshire governance regarding another Co-Opted governor and recruitment for new Parent Governors will be pursued in September.</p>	Louise
5.	<p><u>GOVERNOR TRAINING</u></p> <p>Andrew is first on the waiting list for a Finance for Governors course.</p>	
6.	<p><u>HEADTEACHER'S REPORT</u></p> <p>Sarah shared the report which was previously circulated to governors, on screen.</p> <ul style="list-style-type: none"> • The transition welcoming children back into school after lockdown was a smooth one, with everyone becoming more accomplished with online learning platforms. • Plans for an extension to the SEN room have been agreed and will go ahead. Work will start at the end of the Summer term, and continue throughout the Summer in time for the start of the new school year. • Pupil numbers are slowly increasing again compared to September, but there is not the usual amount of families from abroad in Cambridge. • Attendance remains good at 96.5%. <p>Q. How do we internally exclude children without breaking bubbles? A. They can be taken to the SEN base. The majority of the exclusions are children in the SEN bubble. If not they may use the area outside the classroom in the corridor.</p>	
8.	<p><u>SAFEGUARDING</u></p> <p>There are no safeguarding issues to report.</p>	
9.	<p><u>ANY OTHER BUSINESS</u></p> <p>Anna will write news from the Governing Body for the newsletter.</p> <p>Anna is not able to attend the next Full GB meeting scheduled for Tuesday 8th June The GB agreed to postpone it a week until Tuesday 15th June.</p> <p>Halina reported the following from the SEN team:</p>	

<ul style="list-style-type: none"> • The SEN children are part of a pilot where they have access to trainees from the Mental Health and Well Being team. Parents are aware of this and SEN are working closely with them on this. • The 5 applications for EHCPs are expected to be finalised by September. • Some families are working with a family support worker and are receiving parenting courses. • The children on reduced timetables are settling back into school well with the current support, and are increasing their time spent in school. • The larger SEN base is being used well, and helping with children’s social and independence skills. • Schools are losing their EP entitlement for the month of May. <p>A Governor training session with an SEN focus was suggested for September. This should hopefully tie in well with the opening of the new SEN unit.</p> <p>Paula and Sarah will present some training at the meeting in June on the new guidelines for phonics teaching.</p>	<p>Halina and Ann</p> <p>Paula</p>
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The meeting closed at 7.40pm

The next meeting of the Full Governing Body is scheduled for Tuesday 15th June via Zoom at 6pm.