



ALFRED SUTTON PRIMARY SCHOOL
Minutes of the Virtual Meeting of the Community Engagement Committee
Wednesday 22nd June 2022. 7pm

Present: Dave Dymond (Chair); Adedayo Benson; Sara Fincham-Majumdar; Andrew Burrell; Robert Howell; Attia Rafiq-Sharif; Kate Gordon.

In Attendance: Alice de Croos.

Apologies: Hajar Alami; Yota Dimitriadi.

Clerk: Deborah Savage

Agenda Item	
1	Apologies. Apologies had been received in advance from two governors and these were accepted.
2	Declarations of Interest There were no declarations of interest.
3	Membership of the CEC This item was discussed later in the meeting.
4	Minutes of the previous meeting – 2nd March 2022. These had been distributed before the meeting and were accepted as true record. The chair will sign these electronically in Governor Hub as soon as possible.
5	Matters Arising. The Chair reported that the recent Director’s briefing had discussed equality and it was mentioned that ethnicity categories may be looked at in the future to see if they could be made more specific. The school informed the meeting that ethnicity categories were built into the school’s management system and the school are not able to change these. Also, it has been noticed that increasingly, many people opt to tick the box “prefer not to say” when asked about ethnicity. Schools will wait for Government direction on this issue. RBC has recently approved 3 Reading streets as Safety Streets as their morning and afternoon road closures are fully embedded. Crescent Road has not been able to secure enough volunteer marshals for the afternoon sessions but the morning sessions are successful with resident’s resistance and confrontations dropping away. There has been much anecdotal feedback about how pleasant and safe the morning walk to school is now.

	<p>Mention was made of the successful organisation of this scheme in Crescent Road by Carol Richards.</p> <p>Governor Question: Are we collecting comments from parents – do we need to do this to demonstrate to RBC that the scheme is working? RBC have audited the Crescent Road safety scheme with a safety professional and Kathleen ? is collecting feedback from users / residents to send to RBC. The school is also due to carry out a parent survey this term. Tony Paige, from RBC, who is Lead for Transport has also visited the scheme to see it in operation which gained some publicity. It is proving very successful and the aim is to keep it going.</p>
6	<p>CEC TOR</p> <p>This had been circulated before the meeting and the Chair noted that the tables at the back of the TOR needed some revision following the review of policies.</p> <p>ACTION: Clerk to make these updates to the TOR.</p>
7	<p>Stakeholder surveys</p> <p>It was noted that the school plans to carry out a parents/carers survey before the end of the academic year. There will also be a pupil survey which will be on the homework platform DBPrimary for pupils to complete.</p> <p>Governor Question: Is it possible to add a question to the pupil survey about safeguarding – to follow up from the recent guidance on bullying in schools? Yes – we can do that.</p> <p>ACTION: Chair to draft question and send to HT/SBM for inclusion in pupil survey.</p> <p>The summer term is often the time when staff are surveyed, especially about their wellbeing – the HT will consider if there is capacity in school to do this before the end of the academic year.</p>
8	<p>KCSIE</p> <p>The Chair reminded the meeting that this guidance has been updated and changes will take effect from 1st September 2022. The changes will be reflected in training offered to staff and all Governors are reminded that they need to read Part 1 of the Guidance document and sign to state that they have read this via the individual governor records in GovHub.</p> <p>ACTION: All governors to read Part 1 of KCSIE from 1st September 2022 and sign the declaration which will be in GovHub.</p>
9	<p>School Vision.</p> <p>The school reminded governors that the school vision was reviewed a few years ago and it was suggested that maybe the school vision should be more prominent on the school website. It was noted that any Ofsted visit would look at the school’s vision as part of the documentation inspectors would be supplied with.</p> <p>There was some discussion about reviewing the school vision in the next academic year, when it could be refreshed as part of a post-covid recovery plan and could also refer to the Government White Paper and development plans for ECT teachers joining the school.</p>
10	<p>School Website and parent communications.</p>

	<p>The Chair noted that what schools are obliged to publish on their websites has recently been reviewed and a new statutory list of information has been issued by the Government. It is not long since the school last reviewed their website, and it has been reviewed again in the light of this updated guidance. There are just a few areas to update that have been added to the statutory list – this included uniform policy and attendance information.</p> <p>ACTION: school to ensure new guidance on websites is met by September 2022.</p>
11	<p>CEC Objectives.</p> <p>The chair noted that the objectives of the CEC should align with the school’s objectives and he informed the meeting that he wants to call a Steering Committee before the end of the academic year to both agree the meeting schedule for the academic year 2022/23 and look at each TOR to ensure it has the correct objectives. It is also important to create a marketing plan to ensure new families are attracted to apply for ASPS. The membership of the CEC would be added to the Steering Committee agenda when the role of all sub-committees could be reviewed.</p> <p>ACTION: Chair to set Steering Committee meeting date ASAP.</p> <p>The Chair informed the meeting that RBC now had a new Education Lead and a new Education Director in place.</p>
12	<p>Issues for Parents/FGB/Confidentiality.</p> <p>There were no items of confidentiality and one item for the FGB agenda. Nothing discussed needed to be communicated to parents/carers.</p>
13	<p>AOB.</p> <p>Governor Question: We need to recruit new Governors – can we approach our school community to see if any grandparents / other family members with time to commit to the school might be interested in joining us? I think this would depend on the skills they could bring – such as financial skills, but it is important that they can commit to the role in terms of time as we can train new governors in the skills they need.</p> <p>ACTION: Governor recruitment to be added to the FGB agenda.</p> <p>Governors were informed that the Reading Festival will take place this weekend at Palmer Park. This highlights the work of voluntary sector organisations and maybe in future years the school could take a stand there for marketing purposes.</p> <p>This was the last CEC meeting for a governor leaving at the end of this academic year and Sara Fincham-Majumdar was thanked for her work with the GB over the last few years.</p>
14	<p>Date of Next meeting: TBC</p>

Meeting closed: 7.50pm

Additional Item: Teacher’s Pay / Pension issue which RBC has asked school Governing Boards to discuss and approve.

The Pay Committee (including the Chair of Governors and one of the Vice-chairs) convened to discuss the effect of the 2021 Pay Freeze on Teachers' Pensions Indexations. Governors had been provided with the background information and proposed remedial action provided by RBC HR team ahead of the meeting.

The SBM outlined that 4 teachers at ASPS were affected by this issue. 2 teachers are paid on the Main Pay scale and 2 Teachers on the Leadership scale.

Proposed Remedial Action:

Both teachers on the Main Pay scale to be awarded 1 off R&R payments for £2 for the period 1 September 2021 – 31 August 2022.

Teacher on the Assistant Headteacher Leadership scale, where an R&R payment is not permitted as part of the pay policy to be awarded a temporary notional adjustment of their salary point of £2. Similarly, the Teacher on the Deputy Head Pay range to be awarded a temporary notional adjustment of £2.

It was explained to Governors that the Pay Freeze of 2021 (i.e. no cost of living increase) meant that there was no "Pay Event" for this year and that this could have an impact on Teacher's pensions for those at the top of their pay scale.

RBC HR department are proposing to address this by giving affected teachers a £2 pay rise (to be processed by 21/8/2022) in order to trigger an index calculation.

Two staff at ASPS can be given a £2 R&R payment. Two remaining teachers can be awarded a £2 pay increase for the year (to revert back for the following year) which needs Governing Board approval. Once approved by the GB, the affected teachers would receive a letter outlining the reasons for the temporary pay increase and seeking their approval. Approval of the staff is needed as this might put some people into a higher tax bracket or affect their personal contributions. Teaching Unions are pushing for this matter to be addressed and RBC require the minutes of this meeting to ensure that Governing Boards have approved this measure.

Governor Question: Where have RBC HR department got their advice from on this matter? This is an issue that has been worked on by the DfE, Unions and LA's for months.

Governor Question: Why will this payment revert back after this academic year? The fact that it does makes the arrangement seem rather dodgy? Our Pay scales are set by the LA and so we have to follow their guidance.

Governor Question: Will this meet the objective by reverting back or will the same issue arise in future years? This issue might happen again should we have another pay freeze – but we have to be fair to all staff. We only have 4 staff affected – some schools may have more or fewer staff affected. The DfE are not making changes to the Model Pay Policy at this time. The unions advised a £1 payment, but RBC are recommending a £2 payment to avoid possible rounding issues. Our LA are directing maintained schools to adopt this approach. This payment will trigger indexation at a minimum cost to the school.

Governor Question: Will you be able to report to the FGB meeting if our staff have accepted this? Yes.

DECISION: The meeting unanimously approved the one off £2 increase for the 4 affected staff – either as an R&R payment or as a pay increase.

ACTION: SBM to inform RBC of the GB approval of this measure.

Actions

Action:	Owner:
Update tables at back of CEC TOR	Clerk
Draft question on bullying for inclusion in pupil survey & send to SLT	DD
All governors to read Part 1 of KCSIE from 1 st September 2022 and sign the declaration which will be in GovHub	ALL
Ensure school meets new guidance on school websites by September 2022.	SLT
Set Steering Committee date ASAP	DD
Add Governor Recruitment to July FGB agenda	Clerk
Communicate GB approval of Teachers temporary pay increase to RBC	SBM

Governor Attendance at CEC meetings 2021/22 (3 meetings to date)

Dave Dymond	3 of 3 meetings
Robert Howell	3 of 3 meetings
Adedayo Benson	3 of 3 meetings
Yota Dimitriadi	1 of 3 meetings
Sara Fincham-Majumdar	3 of 3 meetings
Attia Rafiq-Sharif	2 of 3 meetings
Kate Gordon	2 of 3 meetings
Andrew Burrell	3 of 3 meetings
Hajar Alami	1 of 3 meetings
Adam Jones	1 of 2 possible meetings