



## Pay & Personnel Committee

8 November 2021, 6 pm [by Zoom]

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### Minutes

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#### 1. Apologies

None.

#### 2. Staffing structure

There have been no staff changes since September. Oliver (Early Career Teacher) is working in Y6, Martin started in Class 4 working with Zoe; he is also leading music across the school and helping with lunchtime supervision, Kim is in Class 3, and the additional morning support for Class 2 has been going well (albeit with some sickness interruption). Lucy Rossiter and Deb Hillier are on maternity leave. Governors noted their satisfaction with the Class 3 jobshare – and their appreciation of the Class 3 tidy classroom award. Governors asked about the ongoing support to a 1:1 TA to ensure that curriculum knowledge expands as the child progresses through the school and were reassured that this is working well. Governors expressed their thanks to class teachers and those who support them.

In the school kitchen, Ann is on long-term sick-leave and is being covered by Sara, which is working well; Hattie was thanked for provided interim cover in the meantime.

#### 3. Staff well-being

The new curriculum had provided additional pressure for staff at the beginning of the year, and they have been given some external subject-specific support. The focus on experiential learning for students will also help with staff well-being, as will changes to the way in which Tapestry is used for assessment and feedback. Governors agreed with the school's approach to teacher assessment of Writing, and remain mindful of the increased stress as a data collection point and Christmas approach.

Governors asked about additional support to staff well-being, in addition to the survey (see C&O minutes and note below). Suggestions included a staff night out at the Comedy Club, and a PD day for well-being which could be spent as teachers choose. The PD day after Christmas can be done remotely and kept short.

Lyn is planning a questionnaire on staff wellbeing (having taken on this responsibility from Kerry) and will coordinate with Liz, who is preparing a questionnaire for pupils and parents. This may form one questionnaire for consistency and ease of analysis.

#### 4. Minutes of previous meeting

The minutes of the meeting of 20 May 2021 were approved *nem con*.

#### 5. Matters arising

None.

#### 6. Any other business

None.

#### 7. Date of next meeting

3 February 2021 by Zoom (committees start at 4:30 with Curriculum & Outcomes followed by Finance & Premises, with an anticipated start of the Pay & Personnel committee of ca. 6pm).

[ends]