

Isle of Ely/Chesterton Primary School

Learning, Growing, Achieving Together

**LOCAL GOVERNING BODY
MINUTES OF MEETING
Tuesday, 30th April, 2019**

PRESENT:

Marion Lloyd (Chair)
Toni Jackson
Richard Martin
Helen Davies
Laura Fielding
Ian Murray
Tim Gingell
Annabel Charles

APOLOGIES:

Allan Sanderson
Stephanie Peachey

ABSENT:

David Monk

Item	Agenda Item	Action
1	<p>APOLOGIES FOR ABSENCE</p> <p>Apologies were received from Stephanie Peachy and Allan Sanderson</p> <p>Consent to absence was agreed.</p>	
2	<p>DECLARATIONS OF PECUNIARY AND NON-PECUNIARY INTEREST</p> <p>None recorded.</p> <p>All new governors need to complete the pecuniary interest form.</p>	<p>ML to ask TM and LW to ensure new governors have signed a pecuniary interest form.</p>
3	<p>CHAIR'S ACTIONS</p> <p>ML has ratified insurance document for Chesterton.</p>	<p>HD to check whether a similar form needs to be signed for IoE.</p>
4	<p>MINUTES</p> <p>TG and IA have proposed some changes to the minutes for the meeting on 15th January, 2019.</p>	<p>ML to consider amendments, finalise minutes and send to TJ and HD who will check them before uploading to</p>

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Learning, Growing, Achieving Together

	<p>There was some discussion of the audience for the minutes and the need to ensure they are clear, precise and appropriate for the audience.</p> <p>The need for a Clerk to the Governing Body to be appointed was discussed and two suggestions put forward. LW at IoE to be asked or it could be part of new clerical role at Chesterton.</p> <p>The importance of confidentiality when certain topics are discussed was stressed.</p> <p>It was noted that training is available for the role of Clerk to the Governors from CCC and it is a role that is beneficial in both career and financial terms.</p>	<p>respective websites.</p> <p>HD to ask LW whether she would be willing to undertake the role of Clerk to the Governors.</p>
5	<p>INTRODUCTIONS</p> <p>All members of the governing body introduced themselves.</p>	
6	<p>ACAEDMY IMPROVEMENT</p> <p>Chesterton</p> <p>TJ explained she was still familiarising herself with the data system at Chesterton, but reported that:</p> <ul style="list-style-type: none"> • each year group is making progress • more pupils could be achieving at greater depth • Year 5 needs particular focus in terms of standards • case studies are being produced for children not meeting the expected standard to show why • the PiXL system has been introduced, which provides summative assessment outcomes, benchmarked against national standards, identifies gaps in learning and provides appropriate interventions • Classroom Monitor is still used to support day-to-day teacher assessment • James Chester from ALT is supporting the school. <p>TJ reported that going forward she intends to produce combined data for all year groups.</p> <p>Isle of Ely</p> <p>HD / LF reported that:</p> <ul style="list-style-type: none"> • the data looked lower than expected, but the 'forecast' level was in fact what children might gain if assessed today, rather than at the end of the year. • experienced staff have been deployed to support NQTs 	<p>TJ – to produce an illustrative case study showing how PiXL works.</p> <p>HD – to produce and circulate an analysis of results with a synoptic summary.</p>

Isle of Ely/Chesterton Primary School

Learning, Growing, Achieving Together

	<p>to focus on improving standards</p> <ul style="list-style-type: none"> • staff have been asked to analyse recent test results and RAG rate them • numbers of pupils achieving expected standards at greater depth looks promising • there was some discrepancy in achievement in phonics between classes, in part because of children with SEND • there will be a focus on borderline children in preparation for the phonics check.. 	
7	<p>SAFEGUARDING</p> <p>ML carried out a safeguarding visit to IoE and checked actions in Caroline Driver's compliance report had been completed.</p> <p>IM carried out a safeguarding visit to Chesterton last term; there were no issues just some queries over responsibilities.</p> <p>LF reported that she would be attending training in a number of safeguarding areas including Early Years, Prevent, and Domestic Violence. She will also be responsible for training staff new to IoE.</p> <p>The importance of a central record of who has completed which training and name of the lead person in different areas was discussed. It was confirmed that there is such a central record, maintained online.</p> <p>LF has checked, using the central recording system, that safeguarding training has been completed by all staff at IoE and noted that some confirmations were still pending and needed to be followed up.</p> <p>This check needs to be carried out at Chesterton.</p> <p>HD queried whether the system issues alerts to signal when an individual needed to renew their training.</p> <p>There was some discussion of safeguarding training for governors. LF to forward the link; governors to complete online training individually. A meeting is scheduled for 19.6.19 at IoE for follow-up questions / discussion, led by LF and RH. Questions to LF/RH by 13.6.19. In the event of there being no questions, meeting to be cancelled.</p> <p>There was some discussion of training in Safer Recruitment and it was noted that it is part of the online training package.</p> <p>The importance of governor safeguarding visits was emphasised.</p>	<p>ML – there are a couple of actions that still need to be completed / checked</p> <p>LF to check safeguarding training up to date at IoE and email Chesterton about training opportunities??</p> <p>TJ/RH to check all staff at Chesterton are up to date with their training.</p> <p>LF to forward safeguarding training link to governors</p> <p>Governors to complete safeguarding training individually and send questions to LF/RH by 13th June.</p> <p>RH/LF to prepare for meeting 9.7.19./ liaise with ML to cancel meeting if not needed</p>

Isle of Ely/Chesterton Primary School

Learning, Growing, Achieving Together

8	<p>DFE INFORMATION: NEW OFSTED FRAMEWORK</p> <p>HD reported that she is an Ofsted Inspector, has been trained on the new framework and inspected a school as part of the pilot.</p> <p>She explained that there are many changes and identified a few keys ones:</p> <ul style="list-style-type: none"> • no inspection of internal school data • strong emphasis on the curriculum, reading and vocabulary • non-core subjects will be sampled in depth • 2-day inspection • weightings of outcomes and timings of notice have changed <p>New framework to be introduced from September 2019, It is currently still under consultation.</p> <p>Chesterton likely to be inspected soon under the existing framework.</p> <p>HD and TJ to liaise over Ofsted inspections.</p> <p>HD asked to give presentation about new framework at governing body meeting on 9th July (unless agenda does not allow – ML to review)</p>	<p>HD and TJ to liaise over information re Ofsted inspections</p> <p>HD to give presentation at governing body meeting 9. 7.19.</p>
9	<p>GOVERNOR TRAINING</p> <p>This was covered under safeguarding.</p>	
10	<p>AOB</p> <p>Place2be</p> <p>Chesterton has given notice to Place2be.</p> <p>IoE are tied in until December but also plan to give notice.</p> <p>There was discussion of the need to have systems in place that replace Place2be in supporting children, that are the most beneficial and are also cost effective.</p> <p>HD reported that she used Thrive in her previous school and was a trained Thrive practitioner. She thought it was a cost-effective system and involving other schools in training would also be an opportunity to raise some money.</p> <p>HTs first impressions of their respective schools</p>	<p>TJ and HD to keep governing body informed about systems adopted to support children with emotional needs to replace Place2Be.</p>

Isle of Ely/Chesterton Primary School

Learning, Growing, Achieving Together

	<p>TJ and HD were asked about their initial impressions of their respective schools: what seemed to be working well and what they had identified as aspects to be developed further:</p> <p>TJ reported that she was very impressed by the way TAs interacted with children, their proactive approach to leading interventions and supporting learning. She identified positive behaviour and safety as areas she wanted to develop further.</p> <p>HD reported that she was impressed by the positive and motivated atmosphere amongst staff and the quality of the school environment, including displays of children's work. She identified organisation of the staffroom, use of storage space and positive behaviour as areas she wanted to develop further.</p> <p>School websites</p> <p>There was some discussion of the school websites as the first port of call for stakeholders, including parents and Ofsted, and the need to ensure they are up to date and accurate and reflect the ethos / priorities of each school.</p> <p>ML noted that an IT company is employed by the Trust to maintain websites and suggested TJ and HD should contact the company to get support.</p>	<p>TJ and HD to check and update websites.</p>
11	<p>DATES OF FUTURE MEETINGS</p> <p>These were confirmed as 19th June – Q&A linked to governor safeguarding training (IoE), if needed.</p> <p>Full Governing body meeting: Wednesday, 9th July (VENUE?)</p>	