



**Cromwell Community College
Earith Primary School**

Local Governing Body Meeting
Wednesday 3 March 2021 at 10:30

MINUTES

Present: Mr T Jones (Chair) Mrs J Horn (for item 7)
Mrs C Corby-Judge Mr T Abbs (for items 5 and 6)
Mr I Whitlam Mrs R Wilderspin (Observing)
Mrs J Roberts (Clerk - Minutes)

Apologies: Mrs H Llewellyn

Item	Notes	Action
1	Welcome and apologies: Apologies from Helen Llewellyn. Introduction of all governors to Rebecca. Explanation that Rebecca is now a full governor and that her DBS check has been shared with school.	
2	Declaration of Interests: No member present made a declaration for the circulated agenda.	
3	Introduction and welcome to new governor: Welcome to new Earith parent governor – Rebecca Wilderspin. Explanation by Tim of how the meetings and LGB work across the 3 schools, including Cromwell, Earith and Kingsfield. (Kingsfield currently completing separate meetings.)	
4	Minutes of last meeting and matters arising: The minutes of the meeting held on 25 November 2020 were confirmed as true record.	
5	Earith: <ul style="list-style-type: none">Headteacher Report	

Signed by Chair of Governors: (Mr T Jones)

	<ul style="list-style-type: none"> • Governor visit reports/planning • School development plan 	
	<p>Headteacher Report Q&A: EARITH</p> <p>Q Gov – the new Cromwell primary has adopted the new EYFS framework. Will Earith be adopting the new framework also?</p> <p>T Abbs confirmed staff decided not adopt the framework early due to the cohort needs and changes within the school, wanting to maintain as much stability as possible. However staff are understanding of the new EYFS and excited about the implementation of the new framework. Staff are already beginning to plan how this will look in September.</p> <p>T Abbs referred to the information pre-referenced in his report and highlighted the Home Learning offer, detailed in red in the attachment.</p> <p>T Abbs advised that Earith were one of the most highly attended schools across all of the Trust during the lockdown period due to the high percentage of Key-worker students in the school in comparison to the others.</p> <p>T Abbs advised that the school have acquired around 10 new laptops from the DfE. They have loaned these out to parents over the closure period but they should be handed back to school next week. Only a couple of families struggled to engage and will therefore be high priority for catch up.</p> <p>Catch up funding of £7K. Some of the funding has been spent on software and will also be spent on those children who, following their next assessment, have been impacted the most following the Covid situation.</p> <p>T Abbs advised on staffing and confirmed that Mrs Williams is back in school – doing 6 groups in a week, combination of Y1 & 2 pupils.</p> <p>Mr Newman (TA) begins his teacher training in next academic year. He is currently supporting the afterschool groups with vulnerable children in Y3 & 6.</p> <p>Miss Sharp – is a new part-time TA supporting a pupil 1-1.</p> <p>Mrs Austin – working above contracted hours until back in school and then will be leading some support as well.</p> <p>T Abbs spoke about the level of catch up funding and the pupils eligible for support from this funding. He believes they will be in a position to support the 15 pupils eligible with extra tuition and a further 12 going forward, if possible.</p> <p>T Abbs is unsure, at this time, whether Ofsted will inspect this academic year.</p> <p>Discussion around eliminating the gaps in learning via intervention and the governors agree this is a good plan for Earith following return to school.</p> <p>Support from Governors of the plan by T Abbs as to how to use the staff.</p>	



T Abbs confirmed that the next assessments will be completed in May. The assessment calendar was released yesterday by the Trust in line with PIXL. Earith last completed assessments in December. T Abbs will then assess the gaps, and is predicting there will be a number of SEN and PP to pick up.

T Abbs confirmed that the new CPD platform is working well. This is an online platform where school can build their own courses which can then be linked to performance management. Over 75% of staff have engaged so far. Many TA's have engaged. The Trust are also writing their CPD courses to add onto this platform. Due to the bespoke nature of the platform, T Abbs has a lot of freedom with the CPD he is directing staff to complete. The CPD information and evidence will be collated for Ofsted.

T Abbs and T Jones will liaise again on this subject in the future to see whether any changes or impact has been evidenced in the way staff are working following the CPD.

T Abbs advised that there is potential for 90/91 pupils on roll following a request by the Local Authority to take an additional four pupils, including 2 CME. K Jarvis, at the Trust, is following up these potential new admissions as T Abbs has challenged them.

Currently the applications for September 2021 are ongoing. Earith can only admit twelve due to Reception and Year 1 pupils currently being in the same group. Potentially by the 2022-2023 intake a 4th teacher will be required if this growth/capacity continues. Numbers will be reviewed in September 2021. The Trust are responsible for dealing with Earith in year admissions, Local Authority for beginning of year admissions.

T Abbs confirmed that Earith now have a Senior Leadership Team, which was created in September. The team consists of T Abbs, D Rudwick, J Nicholls and J Lawrence. SLT, this year, will be performance managing TA's.

Earith are looking forward to rekindling school expectations on return in March.

T Abbs and D Rudwick have met with I Whitlam and he will submit his report. Ian – report requested following meeting with Debbie and Tom.

Parents evening will be held the week before half term.

T Abbs also has plans for Years 5 and 6 to do something exciting in school over the summer break.

Sports day – unsure of plans at the moment but looking at how this may be possible.

I Whitlam
to submit
report

T Abbs

T Abbs

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	T Abbs is creating a new School Development Plan and is liaising with the Trust on this. This will be based on the new focus and remains work in progress currently.	T Abbs
6	<p>Earith SEND and Attendance Policy ratification.</p> <p>Ratified. JoR will share these with Rebecca.</p>	J Roberts
7	<p>Cromwell:</p> <ul style="list-style-type: none"> • Headteacher Report • Governor visit planning • School development plan 	
	<p>Headteacher Report Q&A:-</p> <p>CROMWELL</p> <p>Q Gov - The 40 safeguarding concerns reported, is this for whole school including primary? Yes, all logged electronically via My Concern.</p> <p>Q Gov - Those students currently on a part-time timetable due to being anxious, how are they being phased back full time? The work that is missed, is that being caught up on-line? As far as we can we are supporting all the young people who fall into this category. Individual meetings may be arranged with the pupils and family to try to build back up where appropriate or relevant.</p> <p>Q Gov - The small number of complaints received about online learning teaching videos, after looking at the recordings are they warranted? If so, how are they followed up? This has mainly been around inappropriate use of the remote learning system. Where relevant, parents have been involved. In the main, however, the online learning has been very positive. We are able to see how long teachers are online and any issues around setting of work were addressed very quickly.</p> <p>Q Gov - Are weak readers in Year 9 involved in the reading catch up programme? The weak readers in Year 10, is that because they usually stop reading at that age for pleasure? Without the lockdown we would be 18 months into accelerated learning with readers. We have two staff members supporting with this and who are doing their best online. There has only been capacity to complete Year 10's since the school closure but plans are in place for every year group going forward.</p> <p>Staffing J Horn confirmed that some resignations have been received and advised that Cromwell have been looking at subject specialities. Although currently overstaffed by a small number, we have improved staffing in specialisms, including Business and ICT, as well as English. Core teachers are also being used</p>	

in the alternative provision areas and with SEND children, which has proved successful. We have recruited a gentleman for a fixed term of a year to cover a maternity period within the Maths department. He will cover full time rather than the part-time maternity post which therefore increases capacity for teaching in Maths. We have five NQT's starting, along with some experienced teachers, so all positive. We have had a further resignation in Science last week, the member of staff is leaving in three weeks. Lessons will be covered by as best we can with such short notice. We are currently looking at employing an UQT but may need to use supply teachers for this. However key exam groups will be covered by qualified members of the department by moving the timetable around. There has been an increase in numbers of applications for jobs this year though, which has been really positive.

The return to school will be a little tight as we have staff who are having to shield following advice from Government.

We will be processing lots of Covid 19 lateral flow tests (3600), along with duties etc. to cover from Monday.

J Horn confirmed that lots of responses to the re-opening from parents have been received, both positive and some negative. On receipt of one particular complaint (not even sure it is from a parent) T Jones has very kindly supported and sent a response as he had been copied into the email.

J Horn confirmed received of a huge number of very positive emails from parents thanking college for the learning put in place over the school closure period.

Q Gov – The figures in the engagement table in the Cromwell report – how has this been concluded?

J Horn advised that this is an indication from Go4Schools lesson attendance throughout school closure. Attendance will be where staff mark the pupil as being present and engaged in the lesson rather than just “turning up” and not engaging in the rest of the lesson. There is no national data or benchmark data to assess this against at present. This also gave college the ability to highlight individuals with poor attendance, meaning parents could be contacted about this where appropriate. Student rather than subject based engagement.

J Horn gave credit to the teaching staff who have made huge efforts to engage the pupils in their subjects online. They have really thought about how they can try to offer a varied experience.

Q Gov – A report from Ofsted regarding the poor nationwide IT set up during the first lockdown mentions this not improving. However, Cromwell have improved this set up since the last school closure.

J Horn confirmed that the Primary have worked so hard in achieving positive live lessons every morning. Parents of the reception class have really engaged with this and enjoyed learning how their youngsters are being taught. Primary had to

limit numbers of children who could come in (limited to twelve) and those twelve are now in the new building.

Q gov – Learning of phonics and how to teach your younger children could be taken forward.

J Horn confirmed that this would have been offered in normal circumstances and has been seen daily due to the school closure.

Q Gov - GCSE's and A level update?

J Horn confirmed that the data gathered is to be uploaded by 18th June. The last day for Year 11 will potentially be the last day of June. Meetings and gathering evidence last year took around six weeks. Unfortunately college do not have this six week timeframe this time around. Results day has been brought forward to 12th August, with the suggestion from Government that this gives plenty of time for appeals.

J Horn confirmed that college are still teaching content in some subjects. Assessments will only be set on topics they have covered. J Horn believes she has to sign a document to confirm the pupils have been taught enough content to allow them to move on to their next phase, but clarification of this is awaited. College are currently discussing mocks/weekly assessments and how to manage these. Managing the children's anxieties around these is also paramount. The narrative around these needs to be right as it could prove extremely stressful for Y11's this year. Staff are being asked not to refer to grades and are trying to steer away from this sort of discussion for the moment, until further clarification is available. J Horn understands that further guidance may be forthcoming at the end of this month. There is no clear plan at this point in time and the Trust need to be involved in this discussion/decision.

Q Gov – Are there any plans to assess the other students (not Y11 or 13).

J Horn advised that there are plans to assess the remaining year groups towards the end of the summer, but the format this will take is still in discussion as it needs to be done in a meaningful way. Retrieval in lessons is being encouraged and a full plan will be shared with governors when in place.

Governor Visits

C Corby-Judge completed a remote safeguarding meeting with Cromwell and the report has been shared with governors in the pre-referenced documentation.

H Llewellyn met with Sarah Amor re SEND last week. Report will be disseminated to all governors in due course.

Governors are keen to arrange visits to view the new build as soon as restrictions allow. J Horn advised that the Site Team and IT Team have worked really hard to get this up and running smoothly and explained that the café area and old reception are next to be modernised and updated.

H Llewellyn
J Roberts

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	<p><u>School Development Plan</u></p> <p>J Horn advised that this is ongoing. There is still uncertainty as to whether we should expect a potential Ofsted inspection this year. It may now be next year and will therefore very likely be a full inspection due to two new year groups within the Primary phase being enrolled. J Horn is continuing to keep this in mind with all the Senior Leaders.</p>	
8	<p>Statutory items: Nothing to update.</p>	
9	<p>Trust updates:-</p> <p><u>Governor CPD/Training</u></p> <p>J Roberts confirmed that the Trust do not provide funding for governor CPD and advised that it must come from school. Earith are unable to support with this so it would therefore fall to Cromwell.</p> <p>T Jones advised that the Local Authority training had been funded for a year by Cromwell but that the Trust were then going to develop their own training plan and CPD for the LGB. T Jones is uncertain what this CPD/training will look like but Clerk will make some enquiries of the Trust. The Key is also unavailable to governors but again Clerk will investigate whether access can be included via the school subscription.</p> <p>C Corby-Judge advised that the quarterly briefings were extremely useful and all the additional catch up courses were also informative.</p> <p>The meeting also agreed that introductory training for the two new governors would be useful.</p> <p>The meeting have looked at Governor Hub. Clerk will look to a login for the new governors as well as the college email address.</p> <p>Q Gov –Are we able to hear any updates relating to Kingsfield Primary and the progress being made?</p> <p>I Whitlam suggested updates would be useful as they are still part of our cluster of schools.</p> <p>T Jones provided a very brief update but will look to get clarity on the information that he may be in a position to share with the LGB.</p> <p>T Jones confirmed that the new Headteacher joined Kingsfield in September. Lots of work is being completed around behaviour within the school. Identification of a number of EHCP’s for pupils and providing the support needed has been evidenced in improving behaviour and therefore a much more positive attitude to learning. A more rigorous process is now in place around staff CPD and monitoring. There have been a number of resignations. A meeting with the Regional Schools Commissioner was very positive about the progress being made. There has not yet been a monitoring visit and there is a further meeting next week. T Jones explained that there is still some uncertainty in terms of the next</p>	<p>J Roberts</p> <p>J Roberts</p>



	HMI inspection. Covid may, potentially, be holding them back from making progress. Support is ongoing.	
10	AOB: Admission Arrangements and Trust Safeguarding Policy – shared with all governors – feedback sent to K Jarvis. Additional Earith parent governor application from Victoria Mudge was discussed – all governors are in favour. Clerk will request guidance from K Jarvis at the Trust.	J Roberts J Roberts
11	Date of next meeting: Friday, 21 st May at 10am via Teams	

Meeting closed at 12:30



Signed by Chair of Governors: (Mr T Jones)