



LOCAL GOVERNING BODY MEETING

Monday 11th December 2023

MINUTES

Item No.	
1.	<p>Attendance: Mr T Abbs, Head Teacher Mrs J Smith Mrs R Wilderspin, Chair Mrs A Pooley, Clerk</p> <p>Apologies: Mr T Jones, Mrs V Mudge</p> <p>R.Wilderspin welcomed A.Pooley as the new Clerk to her first meeting.</p>
2.	Declaration of Pecuniary Interests: Forms completed at the last meeting. All agreed nothing to update.
3.	Memberships: No current LGB vacancies and T Abbs felt the model was working well.
4.	<p>Matters Arising: The following matters arising have been completed.</p> <ul style="list-style-type: none"> (a) Quality of Education Visit focus on Maths and deep dive on gaps (b) Ensure governors interact with pupils on every visit to school. T Abbs noted that he felt all the visits/learning walks went well. T Abbs wanted it noting how pleased he was to see T Jones get involved with joining in with some dancing during a nativity practice during his visit. (c) Track changes in policies for easy reference for governors. (d) Head to report to governors about appointments made and protected characteristics. (e) Report annually on positive action on disability on website (f) V Mudge to become Equality Governor. This is now V Mudge's active role. (g) J Smith to become ECT Governor. This is now J Smiths' active role. (h) Governors to contact S Wardell for logins to NCL where appropriate. J Smith still does not have her log on, TAbbs will add her to the system. (i) R Wilderspin to write Code of Conduct (j) R Wilderspin to contact the Governor Hub to update roles and undertake skills check (k) Update website with the new governor roles
5.	<p>Termly Report to Governing Body (refer to report for detail): R Wilderspin commented that she liked the new layout of the Head Teachers report. T Abbs talked through the termly report to the governors (already received by governors prior to the meeting) and explained that due to the last meeting covering a number of in-depth data and work taking place, some items on the agenda for this term had already been covered and discussed with governors last time. T Abbs informed the governors that despite writing still being a big focus for the school Maths was the overall areas of focus. T Abbs said that approximately an extra 2.5 hours a week has been invested in maths and there has been so much work and effort from staff to try and close the gaps identified.</p> <p>R Wilderspin questioned T Abbs if writing progress was always behind reading and maths at this stage of the year. T Abbs confirmed it was however, he felt the school was very fortunate to have S Matthews as the English lead who works with other teachers in role modelling great strategies to get the children engaged in writing and also see improvement in their writing.</p> <p>T Abbs took the governors through the data in more detail and expressed how confident he was that the school was starting to close the gaps in year groups. KS2 data will improve following the December Checking exercise.. J Smith said that she was very confident with the data provided and was grateful to receive the in-depth conversations taken place with T Abbs. All governors agreed having the narrative provided by T Abbs is useful alongside the data and it was also great to see the work taking place first hand during learning walks and visits.</p> <p>T Abbs aired his disappointed that attendance is still not at the level it could be. T Abbs confirmed it was at a good level at 95.9% however, there is a high level of absence being taken for holidays despite reminders from the school how important attendance is, fines being issued, discussions during assemblies and introducing the attendance cup. T Abbs informed the governors that 58 students are</p>

	<p>consistently given 100% attendance each week which was good as this is over 50% however, it not where it should be. R Wilderspin asked if there was a pattern in certain year groups with poor attendance. T Abbs confirmed it was across all year groups. T Abbs informed the governors that he has reached out to Shirley Young for her expertise and a meeting has been planned for January 2024.</p> <p>T Abbs referred to the estates section in the report and informed the governors that he was very excited with all the plans being put in place. T Abbs informed the governors he was working closely with Mick Crossley and Chris Everard (ALT) understanding the site's needs and future projects. R Wilderspin commented she felt school is looking fantastic and there was a nice atmosphere in school and this was also agreed by J Smith.</p> <p>T Abbs referred to the celebration of successes in the report (section 7). T Abbs informed the governors that he had received a positive outcome from the Edurio employee survey however, after some deeper analysis of the results, an area of development was the CPD for the TA's. Multiple offers have ensued e.g at LA, Trust level as well as online and monthly meetings with TA's has also being established</p> <p><u>T Abbs informed the governors that he continues to see progress with the pupils using 'heat maps' on TT Rockstars to encourage them to achieve better scores. T Abb showed an example of a presentation he will be using in an assembly later giving "shout-outs" for those improving.</u></p>
6	<p>Academy Improvement Priority Theme:</p> <p>T Abbs referred the governors to his head teacher report and the school development plan which documents lots of key priorities for the school. R Wilderspin commented that she thought the academy improvement plan evidenced so much work that had taken place so far and clear strategic direction going forward.</p> <p>T Abbs referred to the school development plan and reported that the new model where all TAs now "flood" KS1 at an agreed time every day to simultaneously run 10-minute reading fluency groups every day in-line with what was seen during a visit to Myland Primary School was working really well. The school have obtained 6k funding to support a fluency package called little wandle (LW). LW fluency package will target pupils coming off LW/SSP EOY 1 and onto fluency package from Year 2+., driving standards forward with more acceleration.</p> <p>T Abbs informed the governors that lots of work has and continued to take place with regards to Math's Mastery. T Abbs confirmed that a Specialist Trained Lead was working on planning/support with L & UKS2 Teachers including the opportunities for observing practice in <i>Mastery Maths</i> with attending school visits and schools also visiting Earith. T Abbs also explained that a Lead Teaching Assistant will attend/complete TA-specific CPD sessions linked to supporting Mastery maths.</p>
7	<p>Central Team/Academy Summative Reviews and Recommendations:</p> <p>R Wilderspin commented that there is a good flow of information from the trust via governance training sessions and the clerk's and chair's briefings. It is clear that Governance is a priority for the trust this year and we can feel the positive impact of that. There had been a lot of updates from the Trust with regards to training and meetings and changes with regards to Clerks using summary sheets and new templates for minutes and how the meetings are run. R Wilderspin raised that Academy Improvement meetings used to take place with Head Teacher and Chair but the model seems to be different this term and asked T Abbs for feedback from his ALT visits.</p> <p>T Abbs updated the governors on a SEND visit that took place on 13th November 2023 by Executive Head Teacher and Lead SEND for ALT, Simon Bainbridge. The overall feedback was positive with areas such as good behaviour being observed, pupils being able to say what they are learning, good group work taking place. Simon provided some feedback on a provision map which would save on admin time and be funded by the trust however, T Abbs wants to investigation how long the trust would fund this programme.</p> <p>T Abbs informed the governors that L Corby School Improvement Lead has regular meetings with him, and one action was that L Corby will be working on a bespoke programme for middle leaders focussing on developing Earith's ECT.</p> <p>T Abbs reported that <i>success criteria</i>, linked to lesson objectives;. OT (Gerald) and 3 other OT's would be visiting the school on inset day to agree a model on how to run a whole school sensory circuit provision (alongside an Educational Psychologist)T Abbs identified that it would need to be thought out well to ensure those children that may not find sensory circuits, PE, Singing, Dancing type activities comfortable are managed appropriately to ensure they are included/engaged. All agreed.</p>

8	<p>Visit reports from Local Governing Body –</p> <p>R Wilderspin invited comments from both V Mudge and T Jones reports that were submitted prior to the meeting. All agreed the reports were very thorough and positive. T Abbs noted the comments in V Mudge's report regarding asking about equality in future interviews. T Abbs confirmed he asked an equality question at a recent TA interview. Unfortunately, the candidate pulled out of the recruitment process due to securing another job closer to home. T Abbs confirmed the school still had a TA vacancy.</p> <p>J Smith asked if any SEND pupils were attending afterschool clubs, as she noted this was in V Mudge report. T Abbs confirmed that all SEND pupils are able to access both breakfast club and after school clubs however, some SEND pupils did not attend due to logistic of parent unable to arrange for their children to attend. The school financially supports some pupils with SEND to access clubs.</p> <p>J Smith asked if the buddy system was still successful. T Abbs explained that it needed to be reviewed, especially given changes in cohorts, and was included in the School Improvement Plan.</p> <p>J Smith referred to her visit and report. J Smith informed the meeting that she felt the children were very engaged in their learning and was impressed with how the maths mastery was working.</p> <p>T Abbs added that future visits would need to include Sports Premium (information was reviewed by Head Teacher and Chair and published on the school website in the Summer term) and Pupil Premium.</p> <p>R Wilderspin referred to her visit and report. R Wilderspin informed the meeting that there had been lots of work taken place regarding attendance, as covered in T Abbs' Head Teacher report. R Wilderspin will look at children accessing alternative provision and how absence is managed/communicated between settings on her next visit as this was raised on a recent training for all Safeguarding governors. R Wilderspin informed the meeting that she wanted also to look into whether school have any severely absent children. T Abbs confirmed there was no children that were severely absent as no child was under 50% attendance.</p> <p>R Wilderspin asked that all governors book their next visits early by January 2024 as the school diary gets full quickly. T Abbs asked to be emailed by 8th January, 2024.</p>
9.	<p>Policies –</p> <p>R Wilderspin referred to the LGB Code of Conduct that was sent prior to the meeting. All governors in attendance were happy to adopt the code of conduct . R Wilderspin to email and check with T Jones and V Mudge that they were happy to agree before we ratify.</p> <p>R Wilderspin and A Pooley to check with D Rudwick as no other policies were supplied to review ahead of the meeting.</p>
10	<p>Training Review: No training to update.</p>
11.	<p>AOB:</p> <p>A Pooley updated the meeting on the new template being used by all schools through the Trust. A Pooley explained this approach was to maintain consistency for governors meeting across the Trust. However, A Pooley explained that looking at previous minutes and the head teachers report and schools development plan, the areas identified were already being covered.</p> <p>T Abbs added that the SEF review should refer to the schools development plan as there is all the areas that have been identified for priority deep dives such as, CPD, Reading, Writing, Maths, behaviour & attitudes etc. T Abbs also informed the governors that the sports Premium will be focused on the pool maintenance, and this has been included in the estates funding plan. Pupil Premium plan to be published 31 December, 2023.</p>

9.	<p>Summary of agreed actions and next steps:</p> <ul style="list-style-type: none">a) Future documents to be sent PDF to T Jonesb) Track changes to remain on any policy documents when being reviewed.c) R Wilderspin to email T Jones and V Mudge for comments and sign off of the code of conduct policyd) T Abbs to help J Smith with access to NCLe) T Abbs to update governors on attendance meeting in January 2024 with Shirley Youngf) All governors to book in visits with T Abbs by early January 2024 (8th).g) T Abbs to investigate with the Trust the timeframe for funding offered to support the provision mapping system.
	<p>Date of Next Meeting: 25 March 2024 at 9.30 am</p>