LOCAL GOVERNING BODY MEETING

Monday 25th November 9:30AM

Minutes

Item No.

1.

Attendance/Apologies

J. Smith sent her apologies.

T. Jones, B. Wilderspin, V. Mudge and T. Abbs in attendance.

2.

Declaration of Pecuniary Interests:

Nothing to declare.

3.

Memberships:

Clerk update provided.

B Wilderspin's term ends on 2.3.25

Action: B. Wilderspin to contact S. Elms re: best practice at term end. Happy to continue but want to ensure correct process is followed.

4.

Matters Arising at last meeting and approval of minutes from last meeting:

- T. Abbs to circulate behaviour policy for governors to review and approve over the Summer break- **complete.**

- B. Wilderspin to circulate training calendar to governors during Summer break, so that mandatory training can be completed promptly during Autumn 1- **complete.**

Minutes of the last meeting approved by all in attendance.

5.

HT Termly Report to Governing Body (refer to HT report for detail):

<u>Academic end of year predictions</u>

The data presented in the HT report was from Arbor and showed End of Year predictions rather than attainment. This is because of a move away from using target tracker to using Arbor in line with trust requirements. Predictions will be completed 3 times throughout the year and current attainment is used to forecast predictions

T. Jones challenged: progress data is very important for us to be able to see as governors, E.g. to see how close/far off vulnerable groups are performing, for example

Action: T. Abbs to devise system to report on progress (potentially using raw scores data)

T. Jones noted that it is hard for % data to be meaningful without knowing the number of students in each group.

Action: T. Abbs to include information on number of children in each group in his next HT report, as in previous reports

T. Jones asked a number of challenging questions re: data presented – identifying more vulnerable cohorts/groups. T Abbs responded with what the school was doing to intervene.

Y4

Current Y4s are being targeted as they have low predicted attainment and high need e.g. SEND/PP. There is much disparity between the top and bottom achievers. Interventions are being led by S. Matthews and M. Newman who meet every week for planning. Reading volunteers are being deployed with a target group, reading every Thursday.

Y1 Boys predictions compared to Girls

Boys outnumber Girls 2:1 in this year group. Girls are generally high achieving whereas boys have EHCPs/are disadvantaged/SEMH needs. Daily interventions are in place to target this group of boys to learn to read as quickly as possible.

Y2

1 Student might not pass Y2 phonics screening check retake. Context given re specific needs/vulnerabilities of this child. Future EHCP application is being planned pending further external involvement,

Currently 3 students with EHCPs in school, with a further 2/3 on track for EHCP in future year/s

EYFS

Data in HT report re EYFS had not correctly identified PP monitored group (pointed out by HT) 5 children are PP. 3/5 are predicted to achieve GLD. 2 are disadvantaged/potentially SEND. Early help and speech and language interventions are in place.

HR

Caretaker is leaving at Christmas. T. Abbs shared recruitment plan for an ALT caretaker. Going to advert on Friday.

Estate

Current model with ALT estates team and cleaners at Earith is working really well. School environment is a current strength.

Behaviour

This is the first time governors have had data re: behaviour incidents from Arbor since the new behaviour policy has been implemented.

Agreed that it will be useful to compare the data from the first 3 months to the next period at the next meeting to see if there is a downward trend 65% of sanctions have been for a small group of children. Consideration has been given to how this information is shared with parents. R. Wilderspin challenged about the impact on the child and relationship with parents whose children have received multiple sanctions. T. Abbs explained it is important to be transparent and demonstrate that the policy is being followed. Feedback from one parent had been actioned, slightly altering the notification message that parents receive. All agreed that it would be interesting to see change over time.

R. Wilderspin felt it would be useful to report on number of sanctions/by monitored groups/demographic. e.g. SEND/PP children at end of year.

As well as sanctions it has been really important to effectively use the house point system to reward positive behaviour. All agreed that the use of Arbor to report house points to parents (as requested by pupils) and assigning a house point to a core value has made house points much more meaningful. Extrinsic rewards have been reduced

2356 awarded since September (664 to SEND & PP children – approx. 1/3 of school population):

Attendance

There is currently an abnormal amount of flu-like illness, 23 children are out of school today. This will cause significant dip in attendance figures.

PHE were contacted as it spread through school community over period of just over one week.

A real strength currently is GRT attendance which is 97.52%

SDP update

Referenced the visit reports re L. Corby. Long term writing plan is having significant positive impact. This is a strength.

T. Abbs explained the work that is being done to improve foundation assessment e.g. end of unit mini quizzes are done using Microsoft forms, children respond on a device and results can be seen real time. Misconceptions can be addressed immediately by teacher to fill gaps. Data is passed to Subject leader. This can be broken down into individual units of study and presented on a spreadsheet. Subject Leaders will be able to see which children have/ have not reached the expected standard remotely.

Curriculum is more knowledge rich and runs with cycle A/B. We know clearly what children will know by when. Core values and key concepts are set. Bespoke assessment for every subject.

Assembly curriculum is now also in place and shared on website.

Focus on quality first teaching using walkthrough CPD. When lessons are observed face to face feedback is given and written feedback provided showing strengths and areas to work on.

Next focus: SEND pupils and use of provision map in-line with ALT working party.

R. Barber has been working with THRIVE/ Early help/Speech and language – this is a real strengthening of the pastoral support for our pupils.

6.

Academy Improvement Priority Theme:

Suggested by ALT for Autumn term:

SEF review

Deep Dive priorities. These are set throughout the year at Earith Primary School as emerging needs arise. Governors also determine focus of next visit in their notes of visit write up.

PP report – Will be published by December 31st. Draft is complete and referenced in T. Jones Pupil Premium note of visit.

Sports Premium report – published in the Summer term.

7.

Central Team/Academy Summative Reviews and Recommendations:

L. Corby's reports from October and November visit re: writing discussed.

8.

Visit reports from Local Governing Body –

T. Jones SCR

T. Jones Pupil Premium

V. Mudge SEND

B Wilderspin Safeguarding – discussion around pupil voice work completed.

B Wilderspin Attendance/H&S

9.

Policies for review–

Attendance Policy

Anti-bullying policy

Behaviour Policy

E-safety Policy

Equality Policy

Fire Safety Policy

Lone Working Policy

Safeguarding Policy

SEND Policy

Staff Expenses Policy

Minor SPaG changes discussed for Attendance, Behaviour, Antibullying, E-Safety, Safeguarding, SEND and Staff Expenses policy.

Action: T. Abbs to correct changes and issue final drafts.

Action: to liaise with D. Rudwick re Staff Expenses policy spacing issue.

Action: Governors to send SPaG changes to T. Abbs, S. Wardell, D. Rudwick ahead of LGB meeting. Content issues will continue to be discussed in the meeting.

10.

Training Review:

Safeguarding and Data Protection on National College- due last half term.

Safeguarding has been completed by T.Jones, B. Wilderspin, V. Mudge. Data Protection has been completed by B. Wilderspin, V. Mudge

Action: T. Jones to complete data protection training.

Governors' briefings – useful and important to have a representative of LGB in attendance. Timings of the session are sometimes problematic and make it difficult for governors to attend. Sessions are not always on the training calendar e.g. SEND, this has been raised with S. Bainbridge.

Clarity sought from ALT re: Cyber Security – B. Wilderspin has emailed but will follow up with S. Elms.

Action: B. Wilderspin to complete LAC governor training

11.

AOB:

ALT Board meeting

Trust LGBs operate under the delegation of the board of trustees, we are a committee of the board. There is a review of local governance functions across the trust.

Proposed change to the name of LGBs 1) Local Academy Committee 2) Local School Committee 3) Local Advisory Committee.

Action: B. Wilderspin to send feedback to S. Elms /L. Holzer

Sam will be attending LGB meetings across the trust from next term.

Action: B. Wilderspin to invite S. Elms to the next LGB meeting.

Endurio staff survey: All staff members completed. Results have been published and were shared with LGB, Earith Primary Scholl scored highly. We looked at the heat map of scores and comparison to other ALT schools. Area to work on is teacher workload.

12.

Summary of agreed actions and next steps:

Memberships

Action: B. Wilderspin to contact S. Elms re: best practice at term end. Happy to continue but want to ensure correct process is followed.

Head Teacher termly report to governors

Action: T. Abbs to report on progress (potentially using raw scores data)

Action: T. Abbs to include information on number of children in each group in his next HT report.

Policies

Action: T. Abbs to correct changes and issue final drafts.

Action: T. Jones to liaise with D. Rudwick re Staff Expenses policy spacing issue.

Action: Governors to send SPaG changes to T. Abbs, S. Wardell, D. Rudwick ahead of LGB meetings. Content issues will continue to be discussed in the meeting.

Training:

Action: T. Jones to complete data protection training.

Action: B. Wilderspin to complete LAC governor training

AOB:

Proposed name change to LGBs

Action: B. Wilderspin to send feedback to S. Elms /L. Holzer

Action: B. Wilderspin to invite S. Elms to the next LGB meeting.

13.

Date of Next Meeting: 1.4.24 at 9:30 am