

LOCAL GOVERNING BODY MEETING

Tuesday 1st April 2025 9:30AM

Minutes

1. Attendance/Apologies:

T. Jones, B. Wilderspin, V. Mudge, T. Abbs, S. Elms

Apologies from J. Smith

Welcome to S. Elms - Head of Governance. Sam introduced herself and explained her role and the work being done to reimagine governance across the Active Learning Trust.

2. Declaration of Pecuniary Interests:

None declared.

3. Memberships:

V. Mudge's membership term ends in May.

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

Summary of agreed actions

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- complete

Head Teacher termly report to governors

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

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

Policies

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

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

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 : T. Jones to check if he completed Data Protection training and confirm.**

Action: B. Wilderspin to complete LAC governor training. - complete

AOB:

Proposed name change to LGBs

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

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

Minutes of the last meeting – T. Jones is missing from list of attendees. Minutes otherwise approved.

Action: B. Wilderspin to amend attendees and send minutes of the last meeting to school office to be uploaded to the website.

Action: B. Wilderspin to send S. Elms the minutes of LGB meeting to demonstrate how we record action/challenge.

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

T. Jones challenged re: the high number of Safeguarding concerns year to date compared to last year. This is due to the proactive reporting of concerns which relate to the same cohort of children. Referrals to social care are made when necessary. Escalation procedures are available if DSL is unhappy with the outcome of referrals and is supported to use these channels.

Progress and attainment data was discussed in detail.

T. Abbs informed governors about the potential Roll for 2025/2026 and incoming levels of pupil need.

V. Mudge noted that it will be a large year 5/6 class next year and asked about the challenges this poses. T. Abbs will deploy staff commensurate with the level of need, whilst providing clarity/making any reasonable adjustments to the environment including allocation of available spaces.

T. Abbs gave an overview of staffing and talked us through different proposals for next academic year.

T. Jones asked about the pass score for the Y4 Multiplication Check. T. Abbs updated governors about this and the cohort's progress.

Attendance was discussed- aim to sustain & finish year at 97% (considering impact of Black Friday week)

Updated SDP was circulated to governors before the meeting.

T. Abbs updated on progress with School Buddy system available at lunchtimes

Celebrations from HT report:

- Writing progress: year 1-6: higher, in-year progress, in comparison to this time last year (3.7 to 4.6).

- Speech & Language Development: Ann Austen (1.5 days planning and intervention across key groups and having impact).

- CPD: use of walk thrus to support evidence-based teaching strategies: learning & behaviour. Staff have been very receptive to this.

- Successful World Book Day, Science & DT Day

- Amanda Attree qualifies as Thrive licensed practitioner start of April

- SMSC assembly cycle embedded

- Staff: initiative, pro-activeness, leadership.

6. Central Team/Academy Summative Reviews and Recommendations:

The following documents have been sent to governors prior to the meeting.

-28/1/25 ALT Behaviour review

T. Abbs talked to governors about the difference between behaviour management which is well established, (our Behaviour Policy and its implementation was praised as part of the recent Incyte safeguarding review & Behaviour Review) and the behaviour curriculum, which is a current SDP focus.

Our Behaviour Curriculum can be strengthened through a greater provision for emotional literacy through Zones of Regulation (instructional approach) and deeper intervention for some children, with our newly-qualified practitioner, using the Thrive (relational) approach

This is especially important for pupils who continue to receive sanctions for their behaviour – and therefore may be indicative of an unmet need.

-ALT behaviour principles parent survey results

Challenge: R. Wilderspin acknowledged great results but only 17 responses (approx 25% of families). School already communicate with parents via Newsletter. Discussion about what we as LGB could do to better engage parents and increase this number. Suggestions included asking parents to complete the survey, being present at key times of the day pick up/drop off or parents evening to engage with parents.

- L. Corby 22/1//24 Writing visit

-S. Young 26/2/25 Safeguarding spot check

-B. Allen SEND KIT 4/3/25

-Trust report and plan to address the gaps in Special Educational Needs and Disabilities provisions evident across our sector.

7. Visit reports from Local Governing Body –

The following visits have been carried out by LGB this term and reports were shared prior to the meeting.

T. Jones SCR check and Pupil Premium visit

V. Mudge SEND

B Wilderspin Safeguarding and Attendance/H&S

V. Mudge asked about the outcome of the ALT Equality and Inclusion Conference - this is the beginning of a project that will result in a strategy document.

8. Policies for review:

T.Abbs noted any corrections suggested to policies.

Educational visits Policy

Challenge: Discussion re: wording of policy/educational visit class letters around voluntary contributions. All agreed we are satisfied with the current wording.

Induction Policy - ALT central policy coming soon.

Medical conditions Policy

Mental Health and Wellbeing Policy

Voice Care Policy

School Uniform Policy

Challenge: LGB does not re- tender uniform provider, this is delegated to Head Teacher. R. Wilderspin asked if we need to change wording to reflect this.

Action: S. Elms will liaise with L.Holzer about local policies/procedures and seek guidance about these going forward.

Action: T. Abbs to implement corrections to policies as discussed and issue final drafts as ratified by governors.

9. Training Review:

S. Elms sought governor feedback about training delivery. Governors were happy for training videos to be embedded in governor briefings. Governors would like briefings be recorded if

times are non negotiable. Governors value access to National College and would not like to lose this.

10. AOB:

Reimagining Governance was discussed throughout the meeting and key themes included: reducing unnecessary duplication of work; having the right people doing the right scrutiny; strengthening the link between Trustees and local tier; local tier as champions for parents; students and staff who can feedback the lived experience at our school to the Trust board. Local tier will pick up reports from ALT and hold Head Teacher to account on progress made against recommendations.

Discussion about the proposed LGB name change, not yet agreed. Local Trust Committee has been suggested. Feedback from governors that committee does not seem to be a good fit. Proposed Local Academy Council as a preferred alternative.

Governors felt positive about the proposed changes as long as there is a clear scheme of delegation and it is understood by external agencies too such as Ofsted.

11. Summary of Actions:

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Date of Next Meeting: 15th July at 9:30am