



**Cromwell Community College  
Earith Primary School  
Kingsfield Primary School  
Local Governing Body Meeting  
Wednesday 17<sup>th</sup> July 2019**

## MINUTES

Present:	Mrs C. Corby-Judge	Ms C. Foster	
	Mr P. Hanley	Mrs J. Horn	
	Mrs K. Jarvis (clerk)	Mr T. Jones (Chair)	
	Mrs S. Pritchard	Mr I. Whitlam	

Item	Notes	Action
1.	<p><b><u>Welcome &amp; Apologies</u></b> Mr Jones welcomed all present. Apologies for absence had been received prior to the meeting from Mrs Llewelin.</p>	
2.	<p><b><u>Declaration of Interests</u></b> No member present made a declaration for the circulated agenda.</p>	
3.	<p><b><u>Minutes of the Last Meeting &amp; Matters Arising (08.05.19)</u></b> The minutes of the meeting held on May were confirmed as a true record</p> <p><b>Matters Arising:</b> Mrs Jarvis reported that all governor details had been collated and schools had been able to update websites.</p>	
4.	<p><b><u>Headteacher Reports</u></b> Governors confirmed that they had read the headteacher reports received prior to the meeting. Mrs Horn and Mrs Pritchard were asked to highlight areas within the reports.</p> <p><b>CROMWELL</b></p> <ul style="list-style-type: none"> <li>• Cromwell is fully staffed for September.</li> <li>• LUCID was explained to governors as a reading test programme traditionally used to highlight low reading ages. This will be used to assess</li> </ul>	

all reading ages from September and allow school to identify reading speed and comprehension issues at an earlier stage so that support can be provided to address reading problems that are impacting on other subjects.

- Trends are assessed and support plans put in place. More reading is being planned and social and emotional development is being considered.
- Several education acronyms were explained.

A governor asked why Year 10 are not LUCID tested. Mrs Horn explained that students would have been tested in the summer term of Year 9 and arrangements already applied for to access GCSE support.

A governor asked if issues increase or reduce by year group. Mrs Horn replied that this is not necessarily so, and it depends on the year group.

A governor asked for an update on the implementation of the new approach to the curriculum that Mrs Horn spoken of at the last meeting. Mrs Horn replied that progress was being made with SLT fully on board. The core values have been decided as “Respect & Readiness” which Mrs Horn feels cover all aspects of school life.

#### **EARITH**

- Reception intake is 21 pupils. Pupils in other year groups have left, reducing the overall number of pupils on roll. The next Year 6 will only consist of 7 pupils.
- Classes for September will be Rec/Year 1 – Years 2 & 3 – Years 4, 5 & 6. Arrangements change each year dependent on numbers.

A governor asked if pupils tend to move over the summer. Mrs Pritchard replied that there is not usually a high pupil turnover in the summer.

A governor asked about finances, as it seems Earith are living from their carry forward. Mrs Pritchard agreed that budgets are very tight. She mentioned that the LA had provided £16k a couple of years ago, but the carry forward is diminishing. The Director of Finance and CEO from the Trust has booked meetings for early in the Autumn term.

#### **KINGSFIELD**

- All vacancies have been filled.
- Exclusions have increased due to the continuing disruptive behaviour being experienced. Mrs Pritchard feels that this is partly due to pupils being unable to cope with the increased expectations in school.
- Internal provision has been set up for September – The Base (primarily for KS2 pupils) was explained. Parents are known to be supportive of planned initiatives.
- £10k funding has been received from the Fenland Opportunities Group to set up a Nurture Provision. This will be supported by Nurture UK and intense training will be provided for staff.
- The LA have recognised the level of need at Kingsfield, despite interventions, and have agreed that EHCPs will be processed quicker.

	<p>They have also agreed that Kingsfield should benefit from Team Around The School support. This will involve Mr Simon Bainbridge, executive head of Highfield special schools.</p> <ul style="list-style-type: none"> <li>• Teacher subject knowledge for Maths has been verified by a teaching &amp; learning review, and Mr Dave Baker (ALT) continues to support.</li> </ul> <p>A governor asked if school monitor the use of The Base. Mrs Pritchard confirmed that incidents and attendance at The Base are logged and monitored. If behaviours are consistent and ongoing it could result in an exclusion.</p> <p>Mrs Horn and Mrs Pritchard were thanked for their reports</p>	
5.	<p><b><u>Data Reports</u></b></p> <p>Governors were informed that the data presented would focus on Earith and Kingsfield, and in particular the KS2 SATs results.</p> <p><b>EARITH</b></p> <p>A pleasing and positive set of KS2 data. The report grid and combined scores were explained. The cohort for KS2 SATs was 15 pupils, with two pupils registered as pupil premium. Mr Whitlam asked governors to note that the writing progress scores have dropped due to legacy data being used. Reading was good. Pupil progress meetings are planned to discuss what went well and how this can be replicated in future years. Mrs Pritchard pointed out that this is the first time Earith has used PIXl and the question level analysis has been very useful – it has identified gaps in learning and allowed teachers to address these.</p> <p>KS1 data is looking better.</p> <p>Phonics was low. There is a high level of need, and one child was absent.</p> <p>EYFS scores are as expected.</p> <p><b>KINGSFIELD</b></p> <p>Whilst up on last year, data at Kingsfield is still disappointing as some pupils did not reach their expected levels. Papers are still being checked as some inconsistencies in marking have been identified nationally. It was noted that the data for disadvantaged pupils is slightly skewed due to pupil movement and one child had special consideration for Maths.</p> <p>There is improvement shown in Phonics and EYFS data – all better than predictions</p> <p>A governor asked if there was an issue with predictions, as they don't seem to have been realised. Mrs Pritchard does not think so, as Kingsfield also use PIXl.</p> <p>Next year, hour long guided reading sessions will be introduced to build stamina, and maths papers will be completed every week.</p>	

	<p>A governor asked if a letter from the Trust to staff would boost morale. Mrs Pritchard replied that two people from the Trust were at Kingsfield on results day and were very supportive. She added that she feels positive going forward that she and staff now have a realistic picture of standards to move forward with.</p>	
6.	<p><b><u>Governor Visits</u></b></p> <p>Reports were confirmed to have taken place as follows:</p> <ul style="list-style-type: none"> <li>• Mrs Corby-Judge has visited Kingsfield for Safeguarding &amp; Esafety</li> <li>• Mr Hanley has visited Cromwell and met with the well-being team</li> <li>• Mrs Foster has visited Cromwell to discuss staffing and recruitment with Mrs Horn</li> </ul> <p>Mrs Foster made governors aware that her place of employment (a major retailer) is willing to come into schools to speak to students about health and careers. Mrs Horn will follow this up at Cromwell.</p> <p>Mrs Jarvis will circulate reports.</p>	KJ
7.	<p><b><u>Statutory Items</u></b></p> <p>Standing agenda items of Safeguarding and Health &amp; Safety.</p> <p>Safeguarding: No matters to report Health &amp; Safety: No matters to report</p>	
8.	<p><b><u>Future Admission Arrangements</u></b></p> <p>Confidential Item.</p>	
9.	<p><b><u>Trust Business</u></b></p> <p>Governors were updated on the expected start date for the new CEO.</p>	
10.	<p><b><u>Policies</u></b></p> <p>There were no policies presented for ratification.</p>	
11.	<p><b><u>Any Other Urgent Business</u></b></p> <p>Mrs Corby-Judge: her employers are willing to take a pupil for work experience. Mrs Horn will pass on details.</p>	
12.	<p><b><u>Date of Next Meeting</u></b></p> <p>The meeting schedule that was distributed prior to the meeting was agreed. Dates are:</p> <p>25<sup>th</sup> September 2019 at Cromwell 4<sup>th</sup> December 2019 at Kingsfield 12<sup>th</sup> February 2020 at Earith 29<sup>th</sup> April 2020 at Cromwell</p>	

	<p>15<sup>th</sup> July 2020 at Kingsfield.</p> <p>Mr Whitlam suggested that each meeting should have a particular focus alongside the headteacher's reports. This was agreed.</p> <p>Mrs Jarvis reminded governors that the next ALT governor training session will be held on Tuesday 17<sup>th</sup> September, at the Isle of Ely Primary School.</p>	
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