



Education & Standards Committee Meeting

Wednesday 18th May 2022 at 1.00pm

Via MS Teams

Present:

Mr Carl Glasgow (Executive Head Teacher) (EHT)
Mr Matt Sadler (Co-opted Head of Junior) (MS)) (HoJ)
Miss Ema Jackson (Staff) (EJ)
Mrs Samantha Kenny (Co-opted Head of Infants) (SK) (HoI)
Ms Laura Shergold (Parent Governor) (LS)
Ms Tara Morton (Associate)(TM)
Mr Jeremy Merckel (Co-opted) (JM)

In Attendance: Ms Cordell O'Neill (Clerk) (CO)

Apologies: Ms Holly Birkett (Associate) (HB)
Mrs N Arkinstall (Co-opted) (NA) Chair
Mr Greg Bloom (Chair FGB) (GB)

Non-Attendance Mrs Christine Engers (Co-opted) (CE)

Item:	Agenda Items:	Action by:
1.	Welcome and Apologies In the absence of the Chair, the EHT volunteered to chair, governors welcomed the EHT to be chair. The Chair welcomed governors to the meeting, apologies were received and accepted from HB and NA, CE was not in attendance.	
2.	Declarations of Interest The Chair asked members if there were any declarations of interest to be declared either pecuniary or non-pecuniary. There were no declarations declared.	
3.	Urgent Additional Items There were no items to be discussed.	
4.	Minutes of the Previous Meeting and matters arising of 23rd March 2022 Governors referred to the minutes of the previous meeting held on 23 rd March 2022 having been previously circulated. <i>It was,</i> AGREED: as a true and accurate record and signed by the Chair at the meeting. The signed copy was handed to the EHT. HoI highlighted the following change in point 10, 3 rd bullet point: - <ul style="list-style-type: none"><i>The Priorities highlighted for the report were reading and continuous provision and then the action plan was created following the visit.</i>	Clerk

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Matters Arising		
Item No.	Action	Update
Item 4	Governors to complete the online training with HAYS Safeguarding and Safer Recruitment	Completed
Item 4	Circulate the updated TOR	Working document complete
Item 7	4 th April 2022 Session scheduled for all Governors	Cancelled
Item 7	Comprehensive report from the new Head of Junior to circulate when complete	Completed
Item 7	The Head of Juniors to circulate the presentation from his interview day	Completed and uploaded on to GovernorHub
<i>Item 4 - Hays Training had been shared with governors on numerous occasions and it was decided to remove actions.</i>		
5.	Chairs business, actions, and correspondence There was nothing to report.	
6.	<p>Membership Update The Clerk had shared the future dates for GB 2022/2023. SLT would review the dates that were in line with previous years, however, may be changed subject to data drops. When complete these would be shared with all governors as soon as possible.</p> <p><i>A governor suggested FGB times to be amended to the evening, due to governor attendance and availability.</i> It was noted that 4pm was school pick-up time. The EHT explained how the school would not encourage evening meetings as this would have a significant impact on staff well-being and work life balance needs to be taken into consideration when arranging meetings in school. <i>Governors agreed and suggested early meetings as a preference.</i></p> <p>The Finance committee meeting worked well at 8am for the governors involved in the committee. There was a suggestion to move the meeting to the morning and undertake the visit after the meeting for the aim to finish by 12noon, to support governors' attendance. <i>Governors were happy to go with the majority.</i></p> <p>The EHT reported if there were governors with children that were unable to attend due to childcare issues, the school were willing to offer your child/children a free place/s at Busy Bodies, the before and after school provision to enable governors to attend the FGB meeting. The arrangement can be put in place for future meetings where governors may be experiencing childcare issues, that may be preventing attendance. <i>Governors welcomed the suggestion and were grateful.</i></p>	<p>SLT</p> <p>Gov's</p>
7.	<p>Head of School Reports Infants and Juniors The Head of Infants (HoI) and Head of Juniors (HoJ) referred to the reports having been previously circulated; governors noted the two different formats of reports from both Infants and Juniors. The key points and questions were recorded as follows: <u>Infants</u></p>	

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- There were currently 270 children on roll in the main school, 52 in the Nursery and 9 in BIB – total: 331.
- Attendance was stable and reported at 94.67% based on 279 children, excluding Nursery (included Covid19 related absence).
- There were no exclusions and no recorded incidents of racial harassment.
- A separate attendance breakdown and analysis was provided to all governors.
- There were currently 98 children in mainstream plus 9 BIB children on the Vulnerable Children list.
- School received 4 further notifications from Operation Encompass during the Spring Term for 2 families. SLT members undergone operation encompass training and reported back on the ineffectiveness of the system.
- An anonymous breakdown of vulnerable children was reported.
- Wellbeing team meetings continued fortnightly and monitored children and staff, identifying appropriate interventions and support as required.
- The census was scheduled to take place next week.
- Staffing, a member of staff in the office was off with compassionate leave and that was backfilled with a TA. A few extra bodies in school had been supportive to the school
- Performance Management meetings had taken place and the HoI door was always open for the staff.
- Attendance was monitored and letters had been sent out, due to the chicken pox outbreak.
- A celebration of infant and junior attendance had taken place as an award to the classes in each school who had the best attendance.
- Leave of absence policy had been circulated to all staff as a reminder. Staff were very flexible with covering last minute Leave of absence required for staff.
- Monitoring, an external advisor attended school and focused on reading in school and phonics. Continuous provision in early years was a priority, which was positive, an action plan was put in place to evaluate the changes moving forward.
- Lesson drop-ins were taking place, mainly monitoring phonics and guided reading as that was a priority on the school improvement plan.
- Sports premium funding – was supporting the school by using external agencies and the school would continue to use external agencies for as long as the funding continued to support the children.
- School led tutoring continued and catch-up funding, an internal member of staff (TA) in year 1 had been working with the children on extra days and had made a positive impact.

The EHT reported that Infants and Juniors were using the catch-up funding for staff inhouse. The impact would be monitored moving forward to justify the funding of catch-up funding/provision.

- Spring term extra activities were detailed from a teacher learning point of view.
- Extra activities were planned for the summer term were detailed.

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- LH – legacy NQT started at the beginning of the summer term. The timetable was split between Reception and Year 1, and she will cover the maternity leave of KS from the autumn term onwards.
- Evaluation of the sounds start programme, the DFE asked the school to complete an evaluation as part of the validation process. The school had identified a huge impact to the phonics and reading, which had impacted from the evaluation of the sounds programme.

The EHT noted schools do not have to use validated programmes, however they must justify why they selected the model and the impact to the delivery, they were positive that it would be validated, however there were many choices of validated programmes. Sound start programme suited Boldmere needs, and the school had every confidence in the programme, resulting from the impacts.

- There were plans for the school to celebrate Jubilee Day, working alongside the PTA.
- School trips have been booked for all year groups: Reception – Ash End House Farm; Year 1 – Think Tank; Year 2 – Black Country Museum
- Numbers for nursery were extremely low, the school had been made aware that there was a low birth rate for this year, and this was a continued trend. In previous years the school had been able to achieve pupil numbers in Nursery by filling places with children who were rising 3s.
- 24 in total had accepted a place in nursery, which was extremely worrying for September. Future discussions would be required to make potential changes.

A governor asked if there were other factors for the low nursery numbers. Hol confirmed, birth rate was a large factor and added how the reception catchment area had expanded in the admissions policy. It was highlighted how parents required full time places, due to their jobs.

Hol

A governor asked if there was an opportunity to calculate the siblings of the children already at Boldmere that were of nursery age. The school confirmed the question was asked on the application form and added that would be worth investigating.

The EHT added how the school had always done well in the intake of nursery numbers.

- The Hol presented the spring data and added how pleased they were with the data in phonics and EYFS and year 2. There would be an increase in greater depth, apart from in EYFS.
- Thanks was given to two governors who had visited the school to discuss data and provided the school with support.

It was confirmed that some staff in nursery would be utilised in other areas of the school, if it became necessary, following a governor's question.

The EHT confirmed there would be opportunities potentially in the Junior school to avoid any redundancy moving forward.

There were no further questions.

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Junior

The HoJ had circulated the HoJ report and an Assessment rationale report, the following salient points were highlighted:

- Working through learning progress and then look at assessments,
- Assessment rationale¹⁴ detailed the assessment overview from year 3 through to year 6. An overview of the assessment would be presented to governors by Emma Jackson.
- Termly pupil progress reports were introduced, vast majority of reports were well received. A report would be shared in the summer term.

A governor provided positive feedback on the received reports and confirmed how useful they were, previously, families felt a lack in receiving pupil progress reports and the report was detailed and informative. A governor reflected over the recent parent survey where parents asked for regular information on their children's progress, the report would support that request. A summer report would also be shared on their pupil's progress.

- Year 6 children completed SATS last week and results would be received in the summer term.
- Year 4 multiplication check would be completed by 13th June in groups.
- Historic data was presented and highlighted as follows:

Subject	Y3 ARE+ / GDS	Y4 ARE+ / GDS	Y5 ARE+ / GDS	Y6 ARE+ / GDS
Reading	70 / 17	81 / 9	75 / 34	81 / 42
Writing	58 / 10	64 / 4	62 / 20	70 / 18
Maths	70 / 11	74 / 11	70 / 33	77 / 30

- Governors noted how teaching and learning moves on at a rapid pace and a more comprehensive analysis of the current data would be presented at the next meeting.
- Boldmere had been selected for writing moderation this year, the LA had to moderate up to 25% of local schools and Boldmere was selected. They would attend on 17th June and identify a selection of year 6 children's written work and assess Boldmere judgement for 4 children. If concerns were raised then a wider sample would be assessed, however the HoJ was confident that would not be the case.
- Behaviour – positive behaviour was highlighted in the report. Stage 3's picture was captured as 11 boys and 5 girls in total. In future, the data would be broken down into Pupil Premium and SEN children.
- 369 children were currently on roll with year groups as follows –Y3 – 90, Y4 – 89, Y5 – 90, Y6 – 90 – remaining children within resource base.
- Waiting lists were held in all year groups and monitored regularly. Where year groups had a space, contact was made with parents at the top of waiting list and meeting arranged with HOS/AHT and induction day arranged for the child. This

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process has been simplified recently to ensure efficiency of SLT time and was explained in detail.

- 1 x Ukrainian child living with a host family in the locality had contacted the school, the school was in the process of inviting the family to visit the school, it was agreed at SLT that this would be an unconditional offer and the school would exceed the PAN for this child and others of similar circumstance. The children were excited to welcome the child from Ukraine.

The EHT reported how both schools had to complete a survey return to the authority, on how many children from Ukraine had started at school. It was also noted how the child would only commence when the child was ready as a duty of care for the child, hence a phased approach.

A governor asked if the school was the first in the area to secure a Ukraine child. The HoJ confirmed a small number of Ukraine children in the city, the majority were in and around London. Guidelines had been received from the LA to offer places to children from Ukraine.

- Admissions, KS3 transition, offers had been made to year 6 children, there were 11 different schools for the school to communicate with, which was challenging for the office staff and SLT.
- Overall attendance was positive at, 95.3% at end of Spring term 2022. National statistics for primary schools on 28th April 2022 was reported at 94.9%
- Pupil Premium (PP) attendance was reported at 93.9 % compared to non-PP at 95.7%. There was a difference, and the school would look at interventions, such as the legal route.
- There had been no exclusions.
- Staffing – a new senior learning mentor was appointed shortly before Easter and due to start with at the beginning after half term. A supply teaching assistant would be leaving the junior school for just half a term and then returning.
- A member of staff from the BIB was also leaving, however starting back on 6th June, more information in item 9.
- Staffing structure for 2022-23 currently being discussed at SLT level and expected to be provisionally agreed by May 27th and shared with staff shortly afterwards. Staff were asked to complete a staff questionnaire and positivity was captured so far.
- Staff morale was positive overall. Staff were complimentary about the school in the recent completed staff preference forms.
- Vulnerable Pupils were detailed and provided an evolving picture.
- Teaching and Learning across the school were discussed, monitoring was an on-going process, to date the feedback given had been more holistic regarding policy implementation and ‘restoration’ of previous teaching and learning expectations. No gradings had been attached to any monitoring to date.
- School improvements – the external advisor had visited the school as discussed earlier.
- Governors were asked to reflect on the attached monitoring cycle regarding the remainder of the academic year. In future editions, the section would also detail progress made to various school improvement targets which would be reviewed on a termly basis. Phase one would be shared during summer term two.

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	<ul style="list-style-type: none"> Emma Jackson and Matt Sadler would provide a more detailed overview on the progress data to date and governors were asked if they had any questions on the data, to raise this via GovernorHub. <p>There were no further questions.</p> <p>Governors thanked both Head of Infants and Head of Juniors for their detailed reports.</p>	
8.	<p>Curriculum Update/monitoring cycle</p> <p>The curriculum update was a standard agenda item and there were no further updates.</p> <p>The monitoring cycle had been circulated and the EHT reported this was a traditional cycle and the intention was detailed and gave an indication of the monitoring intended in school. There were no questions on the monitoring cycle circulated.</p>	
9.	<p>BIB update</p> <p>The EHT provided an update on the BIB and highlighted the following salient points:</p> <ul style="list-style-type: none"> A full complement of staff was reported. A member of staff was leaving the BIB, however, was returning to the BIB, commencing on 6th June 2022. Plans were in place for September, numerous referrals had been received that required additional support. 4 new children were starting in September 2022 that took the total of children to 22 and the maximum number was 24. <p>There were no further questions.</p> <p>JM left the meeting at 2.00pm</p>	
10.	<p>Receive report from School Improvement Plan Advisor/External Advisor</p> <p>The EHT confirmed a report from the external advisor would be uploaded to GovernorHub as and when received.</p> <p>Nicki Bell the external advisor would be invited into school to carry out CPD development.</p> <p>There were no further questions.</p>	
11.	<p>Review Quality of Teaching</p> <p>The review of the quality of teaching had been highlighted above. The EHT confirmed there were no issues with the quality of teaching or learning provision at Boldmere school. There were no further questions.</p>	
12.	<p>Review end of Academic Year 2021/2022 data predictions.</p> <p>There was nothing further to report and no further questions.</p>	
13.	<p>Review National Tuition Strategy</p> <p>EHT reported how the National Tuition Strategy was set to continue and allocated additional funding, there was a 4% uplift, the school would be utilising the additional</p>	

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	<p>funding in school. There was enough strength in school to avoid using supply. However, there was also supply staff that the school trusted.</p> <p>The HoJ confirmed, in terms of the number of hours within Juniors, they were funded for 465 hours tutoring altogether, 144 had been delivered so far and would continue to use these by the end of the year. If unspent they would be clawed back by the DfE. Both HoJ and HoI monitored the funding and allocated the hours accordingly.</p> <p>There were no further questions.</p>	
14.	<p>KS1 and KS2 SATs update</p> <p>The EHT reported, both KS1 and KS2 SATS, took place last week, year 2 SATS finished on 17th May 2022. The year 2 children perceived the SATS as quizzes to ensure no pressure was placed on the children.</p> <p>The teachers were fully aware the results may dip. The results would demonstrate the impact of the pandemic.</p> <p>The papers were fair and there were no adaptations made to the paper.</p> <p>The year 6 attendance at breakfast club was excellent and the staff involved such as the kitchen staff were praised.</p> <p>All staff involved were praised as the children were relaxed which was a credit to the staff and the school for delivering a relaxed approach.</p> <p><i>Governors agreed with the relaxed approach and felt that had transferred to their children, the school were very supportive and put all the children at ease.</i></p>	
15.	<p>Staff Mental Health</p> <p>The EHT reported the school was returning to normal, covid was still in the community and delivered pressures to the staffing and SLT.</p> <p>There were no further questions.</p>	
16.	<p>Review and Approve Policies</p> <p>There were no policies to approve.</p>	
17.	<p>Governor training and visits</p> <p>There was nothing further to report on Governor training and visits. The Governor attendance would be discussed at the FGB meeting on 25th May 2022.</p>	
18.	<p>LA Circulars or Items for Information</p> <p>The following documents were circulated for governor's information:</p> <ul style="list-style-type: none"> • Training at SIPS <p>Governors welcomed the LA Information.</p>	
19.	<p>Any Other Business</p> <p>All governors were asked if there was any other business to discuss, it was confirmed there was no other business from all members.</p>	
20.	<p>Date and time of Next Meeting</p> <ul style="list-style-type: none"> • Wednesday 30th November 2022 - Review of 2021/22 data and 2022/23 live date (prior to learning walk) 	

ACTIONS:

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Item No.	Action	By Whom
4	Minutes to be amended and circulated	Clerk
6	GB members offered childcare support within Busy Bees, to enable their availability at FGB/Committees	Gov's
7	Investigate the number of siblings at nursery age, who had not applied for a place in nursery.	Hol

With there being no further business, the Chair closed the meeting at 2.30pm and thanked governors for their attendance and challenging questions.

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