



## Tany's Dell Primary School and Nursery Local Governing Board

### Minutes of the Local Governing Board meeting held on Tuesday 24<sup>th</sup> March 2020 at 7.00pm

#### In attendance

Renee Joyce (Chair)	RJ	Co-opted	
Simon Lee	SL	Parent	
Scott Allen	SA	Parent	
Robert Rowlandson	RR	Parent	
Katie Pollard	KP	Co-opted	
Andrew Rivers	AR	Parent	
Sue Conway	SC	Co-opted	
Tina Dobrowolski	TD	Co-opted	
Bernie Miele	BM	Headteacher	
Andy McWilliam	AM	Staff	
Fern Middleton	FM	Associate	
<b>Also in Attendance</b>			
Janet Sherwin	JS	Clerk	

#### Action

#### 1. Welcome, Membership & Apologies for Absence

Following the Public Health England guidelines that all non-essential contact must be avoided to prevent the spread of COVID-19, the DFE have advised against governing bodies meeting in person but instead to adopt alternative arrangements.

Governors had therefore **agreed** that this meeting should be conducted electronically and that alternatives such as video or teleconferencing be explored for meetings to be held in the summer term.

#### 2. Any other urgent business

There was no other urgent business reported.

#### 3. Declaration of Business interests / Conflict of Interests

Governors were asked to declare any new business interest or conflict of interest with any item on the agenda and any gifts or hospitality received since the last meeting.

**No declarations were made.**

#### 4. Chairperson's Action

There was no urgent action reported.

## **5. Minutes of the Previous Meeting**

The minutes of the meeting held on 26<sup>th</sup> November 2019 were approved as a correct record of the meeting.

### ***Matters arising***

There were no matters arising.

### ***Actions taken since the last meeting***

There were no outstanding actions.

## **6. Reports from Committees**

### ***• Finance and Premises Committee***

The Finance and Premises Committee met on 11<sup>th</sup> February 2020.

The summary cost centre reports, trial balance reports and bank reconciliations for October, November, December and January, which had been circulated to governors for information, were noted and discussed including underspends and overspends in the staffing budgets.

The School Business Manager reported that the bank account at month 6 was showing a healthy balance after reconciliation of £193,238.09.

The governors also received and discussed the trading accounts for catering and breakfast club.

A report from the ICE visit 1 of 2 for 2019/20 was circulated. Governors noted the recommendation for a review of the charges for lettings. The committee reviewed the charges and approved them for a further year.

Under premises matters, the committee discussed a number of projects which were going to be completed during half term and the new management software “Parago” which has been purchased by the TMAT schools. This will enable asset management information, school inventory and Health and Safety documents to be held in one place and allow staff to report faults and concerns to the site manager.

### ***• Leadership and Management Committee***

The Leadership and Management Committee met on 3<sup>rd</sup> March 2020.

RJ reported that the focus of the meeting was monitoring and looking at writing through science. The committee were joined by Debbie Clifton (Writing Lead) and Hayley Wakelin (Science Lead).

The committee also carried out a book scrutiny for writing in science and the results were very encouraging.

## **7. Report from the Headteacher**

The Headteacher's report, which had been circulated prior to the meeting, was noted and approved.

### ***Points to note:***

**No on Roll:** Main school - 417 Whole school – 456

**Attendance** 96.3%

<b>Persistently Absent</b>	47
<b>Applications for term time leave</b>	11

BM told governors that attendance is roughly in line with figures from this time last year. Julie McAllister is working hard to keep on top of those who are persistently absent as this number is high.

The number of families who apply for term time leave is still high.

<b>SEND/ EHCPs</b>	11
<b>SEND/One Plans</b>	63

### **Pupil Premium Pupils** 130

#### **Safeguarding**

There have been no major changes with safeguarding. One pupil has left the school and one is at “Grow” provision for two terms.

#### **Exclusions**

There have been no exclusions.

#### **Staff**

The school remains fully staffed which has a positive impact on the pupil's education and wellbeing.

### **Leadership and Management**

#### ***School Key Priority One: SEND and attendance - Senior Leadership Team (SLT)***

The SLT work on strategic leadership to ensure the school keeps up with all the latest views and changes in primary education. The priority this year is on SEND and attendance and very good progress is being made in both areas.

Lisa Gadd is working with class teachers to ensure barriers to learning are identified early and then addressed using a variety of strategies, including Quality First Teaching and ‘in-class’ interventions. She is also liaising closely with Julie McAllister, our Family Support Worker, to chase up poor attenders. At the moment, we are still at National expectations for attendance although our number of pupils who are persistently absent (PAs) is too high. Julie is supporting these families. To date, since September, 16 penalty notices have been issued.

#### ***School Key Priority Two: Tanys Dell Curriculum - Middle Leadership team (MLT)***

A key priority this year (and probably for next year as well) is to secure the progression of knowledge and skills in the whole school curriculum. New government requirements are challenging and schools are required to consider fully their curriculum intent in order to justify why they teach what they teach and how the learning equips pupils with everything they need as a foundation or springboard for their next stage of learning.

The MLT are leading in this Curriculum Review but every subject leader is involved. Knowledge and skills are carefully being discussed and woven into the whole school learning journey, ensuring effective links are made across the curriculum and opportunities for children to re-visit previously learnt concepts to ensure they remember key knowledge. It is an exciting development and the school are working really hard to get it right as they want the curriculum to be part of Tanys Dell excellent provision, alongside high quality teaching and learning.

#### ***School Priority Three: Pupil Progress – Phase Teams (Key Stage Leaders and Teachers)***

It is the responsibility of every teacher in the school to ensure the pupils make at least expected progress. At the moment, they are working to ensure challenging targets are being met.

The phase teams meet regularly to discuss their children's progress. Also, the termly pupil progress meetings support teachers to ensure barriers to learning are properly identified and ideas for breaking down those barriers are discussed. On the whole, Tany's Dell are still on track (just) to meet set targets but the children are aware that they will have to work extremely hard to make the progress they are expected to make. The 'Reach for the Stars' vision is a real asset as the children try hard to achieve this.

### **Pupil Outcomes**

Pupil progress meetings were held in January. Most year groups were close to achieving their targets but a lot of work still needed to be done.

The End of Key Stage Targets were updated in February but BM has since reported to governors that it is important to note that the Department for Education have confirmed that there will be **no** official reporting of any data (including attendance) for the 2019-2020 academic year, due to school closures for the coronavirus pandemic.

### **KEY STAGE ONE (KS1) and EYFS FOR 2020**

ATTAINMENT (in percentages)	KS1 % expected				KS1 % exceeding				Y1 Phonics	EYFS
	R	W	M	C	R	W	M	C		
Tany's Dell	72	72	79	69	13	10	13	3	68	65
2019 National Av.	75	69	76	65	25	15	22		82	72

### **KEY STAGE TWO (KS2) FOR 2020**

ATTAINMENT (in percentages)	KS1 % expected					KS1 % exceeding				
	R	W	M	C	GPS	R	W	M	C	
Tany's Dell	72	72	79	65-70	78	13	10	13	3	
2019 National Av.	75	69	76	65	78	25	15	22		

#### Key:

R = READING

W = WRITING

M = MATHS

C = Achievement in all 3 (R+W+M) COMBINED

GPS = Grammar, Punctuation & Spelling

EYFS = Early Years Foundation Stage

	% absence	% PA
2019-2020 (to end half term Spring)	3.8	8.8
Comparison 2018-2019	4.6	9.6
2019 National Average	4.2	8.7

### **Performance Management Reviews (PMRs)**

PMRs are being held for all Support Staff members (Admin, LSAs, MDAs, Catering and Premises staff).

BM told governors that she is very happy with the work of all the teams and values their contribution to ensure the school continues to move forward to provide the very best opportunities for the children.

The teachers' PMRs take place in July where their performance in 2019-2020 will be evaluated. New targets for teachers are then agreed in September.

### **Quality of Teaching**

The quality of teaching is good overall.

The following reports were included in the Headteacher's report for information:

- EYFS Report to Governors by Sara Smith
- Staff Wellbeing by Lauren Munrowe
- Inclusion by Lisa Gadd

### **Templefields Multi Academy Trust**

The three Headteachers continue to meet fortnightly to support each other and develop the trust. They regularly share information gained on courses and from work taking place in their own schools.

They planned and carried out two peer reviews at Harlowbury (focusing on mastery in Maths) and Fawbert and Barnard's (focus Reading).

The Headteachers reviewed the TMAT single plan and contributed together to plan strategies to support the vulnerable schools. Discussions have been held on new statutory polices and a review of existing policies for TMAT and individual schools. Vicky Early is leading the work on developing the TMAT website.

On the February INSET Day, teachers from all 3 schools enjoyed an excellent morning of training on *Collaborative Learning* delivered by Jonathan Bond. A further joint training has been booked for September on a *Deep Dive in Reading* and then in October the 'Two Johns' are returning with their *Walk Online Safety Workshop*, during which they train the children during the school day, staff after school and parents in the evening.

Tany's Dell and Fawbert and Barnard's have also linked together for training on autism and STEP ON training, which covers de-escalation and positive handling training, for January 2021

The 3 Headteachers and School Business Managers (SBMs) have worked on different scenarios to develop the provision of the finance department. They are also looking into a more collaborative approach to the role of site manager in each school. This is enabling the schools to save money and share expertise.

Subject leaders met again this Spring term, to further develop the curriculum and the 3 SENCOs continue to meet half termly to share best practice.

## **8 School Development Plan**

This item was deferred until the next meeting.

## **9 GDPR**

This item was deferred until the next meeting.

## **10 Safeguarding Update**

BM reported that she is very happy with the new safeguarding software programme, CPOMS, is now being used which has the highest level of confidentiality and security, and once staff are trained and all existing concerns are uploaded will save on staff time.

The SCR is monitored regularly by the Headteacher and the Chair of Governors does an annual safeguarding check.

## **11 Policies / Procedures**

There were no policies to approve at this meeting.

## **12 Y6 Residential Trip**

This item was deferred.

## **13 Governor Monitoring, Development and Training**

This item was deferred.

## **14 Dates and Times of Future Meetings**

The dates and times of future meetings have been agreed as follows:

Finance & Premises	6.30pm Tues 19 May 2020
LaMP	7.15pm Tues 16 June 2020
<b>Local Governing Body</b>	<b>7.00pm Tues 7 July 2020</b>

## **15 Any other Business**

There was no further business.

### ***Summary of agreed actions***

Minutes where action identified	Summary of action	To be actioned by	Date action confirmed

**Signed .....** **Date .....**

**Chair of Governors**