



Tany's Dell Primary School and Nursery Local Governing Board

Minutes of the Local Governing Board meeting held on Tuesday 13th July at 7.00pm via Zoom

In attendance

Renee Joyce	RJ	Co-opted	Present
Katie Pollard	KP	Co-opted	Resigned
Sue Conway	SC	Co-opted	Present
Andy McWilliam	AM	Co-opted	Present
Tina Dobrowolski	TD	Co-opted	Present
Andrew Rivers	AR	Co-opted	Absence noted
Scott Allen	SA	Parent	Present
Robert Rowlandson	RR	Parent	Present
Simon Lee	SL	Parent	Present
Becky Jo Marson	BJM	Staff	Present
Julie McAllister	JM	Co-opted Staff	Apologies received
Bernie Miele	BM	Headteacher	Present
Fern Middleton	FM	Associate	Present
Also in Attendance			
Janet Sherwin		Clerk	Present

Action

1. Welcome, Membership & Apologies for Absence

RJ welcomed everyone to the meeting.

Apologies had been received on behalf of JM.

Governors noted the resignation of KP, who was Vice Chair and SEND Governor. She has returned to work full time and feels there may be a conflict of interests as Essex is her employer.

Governors agreed that her knowledge has been invaluable and she will be greatly missed and would be welcome to return at any time should her circumstances change.

Governors noted that this now leaves a vacancy on the LGB as well as for Vice Chair and for a SEND governor.

RJ said that governors can think about this before the next meeting which will be the business meeting in September.

2. Any other urgent business

There was no other urgent business reported.

BM thanked the clerk for posting the documents for the meeting on GovernorHub. She said that this makes it easier for governors to follow the meeting without having to print off the documents.

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

The Chair reported that she had not taken any urgent actions since the last meeting but that she had attended two SEN reviews.

5. Minutes of the Previous Meeting

The minutes of the meeting held on 15th June 2021 were approved as a correct record of the meeting.

Matters arising

BM reported that the Y6 residential visit did go ahead but that Kingswood were short staffed due to Covid and so the activities were cancelled on the last two days.

Question A governor asked whether the school will get a refund?

BM said that she will look into that and that she hoped they would. Kingswood did give them some money to spend on the beach. One child tested positive on return so had to isolate but they all had a really good time.

BM reported that the CIF bid for the windows, which for some reason was deemed to be more urgent, was successful, but the bid for the roof was rejected. It was 2 points short but it will be appealed.

She told governors that she will be having a meeting with the Project Management Company to try and find ways of putting in a bid without having to put in any money. A contingency has been built in anyway of 5% rather than 10% and she will then ask the government to help because the cost of the two projects is £55,000 £20,000 is for the windows.

They will look again at the proposal to see if they can work round, it to make it cheaper so they do not have to put any money in.

Question A governor asked whether the school get to choose the contractor?

The Project Management Company have done that already.

There were no other matters arising.

Actions taken since the last meeting

There had been no actions taken since the last meeting.

6. Report from the Headteacher

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

BM highlighted to following key points:

Numbers on Roll – 408

There are 4 new pupils starting in September which will bring the number to 412. They hope to get numbers up to 420 by January which is when the census takes place and sets the income for 2022/23.

SEND/EHCPs – 1 EHCP has recently been turned down. The school are preparing two further applications and an upgrade to another one.

Counselling/Young Carers – the Drama Therapist leaves in July. Sam Ashford will pick up the neediest children.

Attendance – 94.3% Although there is no statutory requirement to publish the attendance figures this year, the attendance is above national average which is 90%. But the figures are disappointing.

There are a number of pupils who are persistently absent which is bringing down the figures. The pupils who are persistently absent have been given a huge amount of support and some progress has been made.

The school are working with the local authority to start court proceedings with two families.

Both sets of parents have had a warning letter but the school have got to the point where they are going to issue a legal letter which states that they will be taken to court and issued with an Education Supervision Order. This would mean working with the parents to make sure the children come into school regularly and on time.

It is very serious and if they do not bring the children into school it could result in a prison sentence.

There is no reason for the children to be absent, and parents have to, by law, take children to school or choose to home educate them.

Safeguarding – Red List the Highs & Lows are down but the Mediums and Social & Emotional are up.

Online Safety Red List - numbers remain the same and it is generally the same pupils with concerns.

Exclusions – 1 x Y1 pupils = 4.5 days, 1 x Y4 pupil = 9 Days, 2 x Y6 pupils 4 days

Physical interventions – Y1 child and Y4 child

Bullying – 1 incident (behaviour support plan – parents involved)

Staffing – the school remains fully staffed for September. A list of the teaching staff and their responsibilities was included in the report for information.

Leadership and Management

BM told governors that there are two main things that Ofsted are looking at now.

They are looking for “distributed leadership” as being the best way to move schools forward. Once again, Tany’s Dell is ahead of the game. The Senior Leadership Team concentrate on strategic planning and the Middle Leadership Team is the operational group that drives school improvement. Each teacher is responsible for a subject. Everyone gets a voice and can make changes which feed into the School Development Plan.

The second thing concerns the new Harmful Sexual Behaviour and Peer on Peer Abuse Policy which is on the agenda under item 9.

This follows the “Everyone’s Invited” initiative where people were invited to put it online if something happened to them at school. This has gone viral and has highlighted that sexual abuse is going on in schools and teachers are doing nothing about it. Thankfully that is not the case at Tany’s Dell.

SEN Reviews – there have been two SEN reviews this term. Both were very positive but they were very different and they looked at different things.

The first was an independent review which the school commissioned with the National Association for Special Educational Needs.

The review identified many strengths of the provision and provided a strategic insight into what the SLT can do to improve the SEN provision in the school. It was based on finances and they questioned that the school employ 26 LSAs which they cannot afford so the school have to do something about getting more money coming in.

The 2nd was a Local Authority review which was based on what they could see happening in the school and there were a number of recommendations for areas for development. Some of these BM will challenge. Ofsted will be questioning the part time timetables but these are justified. They are for three very challenging children. The staff are doing their best but they are exhausted.

Transition - Governors **noted** that each of the school leaders had produced a report on specific activities for transition into Nursery, Y1 transition and Y6 transition.

BM told governors that transition is always carefully planned for, but this year more than ever, strategies were developed to ensure pupils transition into the next stage of their learning journey as smooth as possible.

A whole school transition day was held on 1st July under risk assessed Covid rules. The children spent the day with the new teachers in their new classrooms learning about expectations for the year ahead. More anxious pupils and identified pupils with SEND have had additional opportunities to visit new classrooms and teachers.

Governors **noted** that the EYFS teachers had also produced self-valuations and action plans.

Safeguarding / Child Protection

The safeguarding team continue to meet weekly and go through the alerts on CPOMS provided by staff members and ensure that all actions have been undertaken. All staff work with families to offer them support when needed. Sue Preston has signposted families to local services to support them with parenting and positive promotion of good mental health. They also continue making referrals to social care when they have serious concerns about a family and do not give up until Social Care visit the home.

Pupil outcomes

BM told governors that the predictions made in September, and agreed by Craig Duncan, were accurate.

	Banded predictions for 2020-2021				2021 Outcomes (Teacher assessments)			
Reception GLD	62-68				44%			
Y1 Phonics	55-65							
	Rdg	Wri	Ma	Comb	Rdg	Wri	Ma	Comb
Y2	68-75	68-75	70-80	65-70	71%	71%	71%	60%
T6	78-86	78-86	80-88	72-78	75%	75%	78%	71%

Y2 and Y6 did quite well despite the two-month lockdown and because of the extra tuition they had, they have met their targets.

GLD (44%) has come down quite a lot because of the new expectations in terms of number (their knowledge of number). It is about the science of number, understanding everything that there is to know about every number from 1 to 10, which is not easy for a 5 year old. Parents help their children to count but they do not understand the science of number, for example if they have five objects, they only know it is five by counting them. Some children still use their fingers to count.

Tany's Dell has signed up to mastery of number programme as part of the Matrix Maths Hub, teaching maths mastery research group, which Tany's Dell has been involved with for about three years. It is for Y1 and Y2 children and is designed to promote an understanding and fluency in number to 20 by the end of Y2. It is a 15 minute a day programme with resources. It is hoped it will have an impact on where the children fell down this year.

Lockdown also impacted the younger children (Reception Y1) who were just sitting for hours looking at the screen.

For Y1 Phonics, schools do not have to do the assessment until October but the Tany's Dell did a mock check in which the pass mark was 32. The results show that 34% are already there with 32+ with 54% who are nearly there with 25+ and 64% at 20+. So, fingers crossed, by October they should have in the region of 80% of children who have got their phonics.

Partnership working - the TMAT Headteachers are now meeting face to face. The meetings provide them with the support they need to successfully lead their schools in these troubled times. Recent discussions included:

- Educational Visits (Vicky Early has kindly agreed to be the TMAT Lead in this area);
- Priorities for 2021-2022 Budget setting;
- Ways to increase income and decrease expenditure;
- Best use of Pupil Premium and Catch-up spend;
- Curriculum development;
- Sports teaching / Swimming / Sports Days;
- Self-evaluations;
- TMAT Single Plan;
- Pupil Report formats;
- Covid Risk Assessments;
- Inclusion / SEND – self-reviews;
- The TMAT LGB Pay Committee;
- Staffing.

GDPR

Arnold Worton Geer continues to lead GDPR across the MAT.

There has been a huge focus on cyber-attacks and penetration testing.

He has:

- tested the internet to ensure there has not been any chance of a cyber-attack.
- created a risk assessment for Class Dojo which in the last report had to be removed due to safety.
- created a new GDPR framework, which has been set up including new updated TMAT policies ready for Spring 2022.
- one Subject Access Request (SAR) which was dealt with on the day.

Catering

BM reported that the school made the decision to come away from ECC Catering because they were not getting any support or advice and the costs had risen. The Catering Managers have all agreed to work together.

They have to make sure they meet health and safety expectations and star ratings. A food audit has to be carried out each year so an audit will be carried out at each school by the other two schools.
It will be tried for a year.

BM thanked RJ and all governors for giving up their time to support her and the school. She also thanked all the wonderful staff and especially Fern, Lisa and Lauren who have helped her steer the ship.
She said that she hoped to get the teams meeting together again soon.

7 School Development Plan

BM reported that the SDP had not been circulated to governors before the meeting because the summer term has not yet been evaluated.

Key Priority One Recovery Plan

Apart from the application for the National Tutoring Programme, everything else in the recovery plan has been completed, so this area has been changed to green.
BM explained that the reason that the application for the Tutoring Programme has not been made is because it is so expensive. Also, children perform better with people they know. It is hoped that the school will get more money in September but BM told governors that she does not know how much it will be.

Key Priority Two Wellbeing

This has been difficult during Covid but Lauren has done an excellent job. It was a hard task to keep everyone going but in comparison to what was going on in the world around them, they all kept going. Staff could not cross bubbles but within phases they supported each other and as a community they did get through it together.
Working in bubbles, trying to manage the whole school and keeping bubbles separate was really difficult.

Key Priority Three Pupil Progress

Reading has improved in many classes because children did more reading than normal, reading one to one with LSAs and teachers on TEAMS or Zoom.
BM expressed thanks to the Middays who heard reading online which was much appreciated by the teachers who said that they did a really good job and kept accurate records.

Vocabulary is important both in dialogue and in writing. There is a lot in the knowledge organisers and all around the school. But they still have further to go because children only write what they speak. It is difficult to write well if you do not speak well.

Writing will be a key priority in September.
Mastery will continue, they are over three years into the project.

Tany's Dell curriculum is pretty solid and everything is up and running for September. The teachers have had a year of working on long term plans and are just making slight tweaks to them.

There are lots of topics planned across the year and they are pleased with where they are. The big things are the progression and skills and knowledge organisers.

It is important not to cram in too much but focus on what really matters and what the children need.

Bearing in mind the amount of learning that has been missed, they have a chance to reflect on what parts of the curriculum are the most relevant and important to the children as they move into secondary education.

The Single Plan will feed into the SEF and then into School Development Plan for September.

Curriculum and writing will still be priorities and reading and maths, but to a lesser degree.

Leadership and Management will still be a priority. They have got to do something about monitoring because for the last three years they have not monitored enough.

She thanked TD and SC for their help with monitoring the curriculum but the SLT need to get into classes and monitor teaching, which has not happened for a while. BM said that she would like to see some form of monitoring every term for every subject. Monitoring not just lessons but looking at work and looking at teacher's planning. Everyone will be glad to see the back of bubbles so that they can go into classrooms.

8 Annual Safeguarding Report

RJ told governors that her annual Safeguarding Report had been deferred until the Autumn term. She said that there will be a Local Authority safeguarding briefing tomorrow on sexual harassment which she hopes to attend and will include it in her report for September.

BM reported that the Local Authority Safeguarding Audit has been deferred until sometime in April/May 2022. The LA are not expecting it to be undertaken this year.

9 Review of Policies

A new policy, Harmful Sexual Behaviour /Peer on Peer Abuse Policy has been produced and was circulated to governors prior to the meeting for information. The policy was produced using a generic one from Jo Barclay.

BM told governors that there is nothing in the policy which they are not already doing but the school need to make sure the Health and Relationships education is really clear about how children can keep themselves safe, what is acceptable behaviour and what is not acceptable. It is mostly common sense but governors just need to be aware of it.

The NSPCC PANTS programme teaches children from a young age about what parts of their body are private.

This used to be taught at home if children had sensible parents but not all parents are responsible.

The Harmful Sexual Behaviour /Peer on Peer Abuse Policy was approved.

10 Governor Monitoring Development and Training

TD and SC reported that they have looked at the curriculum again this term. They will produce a written report over the summer holiday ready for the next meeting.

RJ attended the two SEN reviews.

AM reported that he will complete another Health & Safety walk once the term has finished. He said that he will look at the playground and anything else on Mick's list.

BM reported that the school has had the Condition Survey done but the condition of the playground was not highlighted.

She told governors that the school could put in a CIF bid to do the playground. AM said that he will help.

There had not been any training undertaken by governors this term.
There will be safeguarding training for governors at the business meeting in September.

The clerk reported that TMAP had a subscription to the Modern Governor Training which was available through GovernorHub.

A list of the training available including induction and safeguarding had been circulated to governors. All the modules take about 30 to 40 minutes and are completed online so can be done at a time to suit governors which is much easier than having to travel across the county to attend training.

Information on training pathways for governors was also attached which listed the courses that governors should complete first and then others which they could progress onto as they become more experienced.

11 Approval of TMAP Term Dates

The term dates for 2022/2023 were noted as follows:

Autumn term **Thurs 1 Sept 2022 – Mon 19 Dec 2022**

Half term 24 October – 28 October 2022

Spring term **Wed 4 Jan 2023 – Fri 31 Mar 2023**

Half term 13 February 17 February 2023

Summer term **Mon 17 Apr 2023 – Fri 21 July 2023**

May Bank Holiday - 1 May 2023

Half term 29 May – 2 June 2023

The non-pupil days were approved as:

- Thu 1 Sep 2022
- Fri 2 Sep 2022
- Mon 19 Dec 2022
- Mon 5 Jun 2023
- Tue 6 Jun 2023

12 Schedule of Meetings

The schedule of meetings for 2021/2022 was agreed as follows:

Autumn Term 2021

Local Governing Body	7.00pm	Tues 21 September 2021
TMAT Pay Committee	4.00pm	12 th October 2021
Local Governing Body	7.00pm	Tues 19 October 2021
Local Governing Body	7.00pm	Tues 23 November 2021

Spring Term 2022

Local Governing Body	7.00pm	Tues 8 February 2022
Local Governing Body	7.00pm	Tues 15 March 2022

Summer Term 2022

TMAT Pay Committee	4.00pm	Tues 26 April 2022
Local Governing Body	7.00pm	Thurs 7 Jun 2022
Local Governing Body	7.00pm	Tues 5 July 2022

13 Any other Business.

There was no further business and the meeting closed at 8pm.

BM thanked governors for their continued support and wished everyone a good summer.

Summary of agreed actions

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

Signed Date
Chair of Governors