



Local Governing Board to The Learning Alliance

**EGERTON PRIMARY SCHOOL LGB
MINUTES – Part I**



Date: Wednesday 8th June 2022 at 5:30 pm

Present:	Apologies:
Mr. N McKinlay (Chair) (NM)	Mr W. Tasho
Mrs K. Benson (KB)	
Mrs E. Elliott (EE)	
Mr R. Maxwell (RM)	
Mrs S. McGuire (SM)(Via Teams)	
Mr A. Martin (AM)	
Mr T. Hardman (TH)	

In attendance:
Mrs A. Hooper (Headteacher)
Mr T. Pear (TLA School LGB Chair) As Observer

Clerk:
Mrs C. Gritton

Administration

1. Welcome, Apologies and Confirmation of Quoracy - The Chair welcomed everybody to the meeting. Apologies were received and accepted from Mr Tasho and the meeting was quorate.
2. Minutes of the previous meeting and matters arising –the **Minutes** of the Egerton LGB meeting held on 9th March 2022, uploaded to Governor Hub (GH) prior to the meeting, **were approved.**
- There were no Declarations of prejudicial or personal interest.

Headteacher’s Report – Paper 4, uploaded to GH prior to the meeting, was **received.**

4a. Sports Funding Impact Report – Paper 4a Sports Funding Impact Report 2020/2021 uploaded to GH prior to the meeting, was **received.** The Headteacher shared the 2021/2022 report, which included an impact column and costings, which was also **received.** An Early Years outdoor provision will be installed over the summer and additional swimming has been arranged for 3 pupils who have not yet met the 25metre award, the impact of which will be reported in the next academic year.

4b. Presentation on Rights Representing Schools Award (RRSA) Gold Award The Headteacher provided a slide presentation. **It was reported that** this UNICEF award fits with the school’s philosophy and ethos around the rights of children and the school currently has the silver award.

- Governors asked whether other Knutsford schools or TLA schools are looking to achieve this award. It was reported that** no other TLA nor Knutsford schools were doing so, as far as the Headteacher was aware.

The benefits of the award include:

- Pupils see themselves as rights’ respecting, global citizens, who are advocates for social justice and fairness which has a positive impact on their learning and wellbeing and has a positive influence on the whole community.
- It supports the schools approach to Spiritual, Moral, Social and Cultural development and British Values of respect, equality, dignity, non-discrimination and participation.
- The framework for the award embeds children’s rights into the school’s ethos, culture and curriculum and the impact of that can be seen in the recent safeguarding report which noted that pupils at EPS feel safe and cared for.

Governors were very supportive and offered their availability to support the school during the 13th July inspection if, as and when needed. **ACTION:** Governors were keen for the Headteacher to report the school’s achievements towards this award to the TLA Trust Board.

4c. Inclusion Report – Paper 4c Inclusion Report to HT Gvs Period Spring 2 at Summer 1 2022 uploaded to GH prior to the meeting, was **received.** Governors noted with thanks, the level of detail and data in the report and it was agreed that in order to facilitate understanding for non-educator Governors, **ACTIONi: such reports will contain bullet point synopses and conclusions. ACTIONii: Governors will consider Special Education Need (SEN) spend at the next meeting.**

5. School Improvement Priorities

5a. Review of Action Plan 2021/2022 In Headteacher's Report.

Governors noted the Headteacher's recommendation that there should be increased strategic planning in collaboration with Trust Headteachers **and noted** the Headteacher's concern that the Trust Deputy Safeguarding Lead meetings are no longer taking place and **ACTION:** the Chair will raise this at the next Trust Chair's Forum.

- **Governors were concerned that the cost of replacement internal doors was high at £77k and asked who sourced the purchase. It was reported that** this had not been the most expensive quote and the school had worked with the Trust, which has been very supportive of the work.

5b. Draft 2022/23 School Improvement Plan (SIP) and Priorities Paper 5b SIP 2022/23 uploaded to GH prior to the meeting, was **received. Governors agreed that** whilst the LGB is well-structured, it was not yet as effective as Governors would like it to be. The Headteacher advised Governors that Effective governance will be monitored on how Governors measure performance against the SIP.

6. Student Welfare In Headteacher Report.

6a. Attendance/ Behaviour In Headteacher's Report. It was reported that the impact of non-attendance on pupils is hugely significant for their learning and the school uses a tiered system for attendance monitoring, utilises supportive interventions and fines for non-attendance have been issued where appropriate.

6b. Safeguarding In Headteacher Report.

- **Governors asked to what degree they should interact with the pupils with regard to safeguarding visits. It was reported that** the Safeguarding Children in Education Settings (SCiES) team speaks to pupils during their visits and the safeguarding action plan will be available to Governors to assist with their visits.

7. SEND update

7a. SEND Report – In paper 4c Inclusion Report.

8. Covid-19 Update **It was reported that** only 1 family of a pupil at the school is currently affected by Covid.

- **Governors asked whether Covid catch-up work is completed. It was reported that** research into the impact of Covid on pupils is ongoing, but it is thought that pupils' journeys in recovery may take 7 years and the school will be reflecting that in its future SIPs.

9. Admissions Arrangements 2022/2023 Paper 9 Admissions Arrangements 2022/2023 uploaded to GH prior to the meeting, was **received and agreed.**

10. Staffing Matters Reported under Part 2.

LGB Matters

11a. Governors noted that George Hughes, recommended by the Chair and Headteacher, will be appointed as EPS Appointed Governor as soon as all administrative matters are completed.

11b. LGB Summer Term Governor Monitoring Visits Papers 11b Science Review May 2022 and SEND and PHSE Visit, uploaded to GH prior to the meeting, were **received. It was reported that** KB and RM has also done a Music visit, from which they reported excellent feedback, but they had concerns that progress monitoring is more challenging for Music than it is for core subjects. **The Headteacher reported that** there is a common approach for monitoring across all subjects and in addition, the plan from September is to collate evidence for each subject, showing what 'Expected' and 'Greater Depth' levels of work might look like, so that over time, the school will have an even greater understanding of where each pupil is in each subject and can more confidently say how many are achieving each level.

- **Governors asked whether teachers write subject action plans each term. It was reported that** the plans are written each academic year, but are reviewed throughout the year, so are living documents. **ACTIONi:** The Headteacher will provide Governors with the subject action plans, including safeguarding and SEND action plans to use as a basis for visits.

During Governor visits, Governors were assured by the content and sequencing of the school curriculum but were concerned about the amount of work it took, which they perceived as above and beyond the 'normal roles' of teaching staff. Governors were assured that staff know their pupils well and are experienced and skilled in creating the best curriculum possible for them. **ACTIONii:** Noting the curriculum planning workload for teaching staff, Governors will form a strategic working party to discuss ideas to support the work of the school in curriculum planning.

SB reported that she had found Art and Design to be outstanding during her Governor visit, including delivery, preparation, planning, the way it was taught, curriculum connectivity and links to other subjects.

12. Local Matters **Governors congratulated the Headteacher** on the publication of a chapter she had written for a book.

13. LGB Policies:

13a. Admissions Arrangements 2023/2024 Paper13a Admissions Arrangements 2023/2024 uploaded to GH prior to the meeting was **received and agreed**.

13b. Charging and Remissions Policy June 2022 uploaded to GH prior to the meeting, was **approved**.

14. Matters for the LGB to share with Trust Board DSL meetings to resume, Headteachers to have increased collaborative strategic planning and the school's RRSA work towards a gold award.

15. Matters for the Trust Board to share with LGB

15a. Governors noted that the annual Trust Conference would be held on 15 July 2022. All staff and Governors were invited.

16. Finance Update **It was reported that** the Headteacher has fortnightly finance meetings with the Trust Finance Director, which is working well.

16a. Budget planning 2022/23 **It was reported that** the Government have advised that schools will be receiving more catch-up funding, but as yet the amounts are not known. The Finance Director has therefore allowed for the same amount as last year in the budget for next year.

16b. Monthly management accounts **Governors noted these** were available on GH and requested that the finance team keep the LGB informed of the reserves' amount the school has. In answer to a Governor query, **the Headteacher advised that** the school had utilised some of its reserves for the internal doors as it had only £32k capital towards the £77k cost.

17. Website Audit

18. Governors' Skills' Audit **It was confirmed that** this had been completed and analysis will be used to inform training need across the LGB as a whole.


19. LGB Self-Assessment The Chair advised that as the LGB had previously carried out the NGA 20 self-assessment questions, it would be more beneficial to complete that self-assessment again, to enable a year-on-year comparison, rather than complete the GH Health Check. The Chair will speak to the Trust Director of Quality to check this will be agreeable for the Trust.

The meeting closed at 7.15pm

Next Meeting Wednesday 19th October 2022 at 5.30pm (TBC)

ACTIONS

AGENDA ITEM AND ACTION	By When/Complete	By Whom
4b. the Headteacher will ensure that the TLA Trust Board is aware of the school's achievements regarding this award.	ASAP	HT
4ci. Reports will contain bullet point synopses and conclusions and 4cii Governors will consider Special Education Need (SEN) spend at the next meeting.	Autumn Meeting	Teachers/Governors
5a. The Chair will discuss at the next TLA Chairs' Forum the school's recommendations that there should be increased strategic planning in collaboration with Trust Headteachers and the Headteacher's concern that the Trust Deputy Safeguarding Lead meetings are no longer taking place	July Chairs' Forum	Chair
	ASAP	HT

<p>11bi. The Headteacher will provide Governors with the subject action plans, including safeguarding and SEND action plans to use as a basis for visits.</p>	<p>ASAP</p>	<p>Chair</p>
<p>11bii. Governors will form a strategic working party to discuss ideas to support the work of the school in curriculum planning.</p>	<p>Ongoing</p>	<p>COO</p>
<p>From 09.03.22 meeting:</p>		
<p>6. The Governor visit forms will include a safeguarding checklist.</p>		
<p>8.3 The COO will consider whether it is beneficial and cost effective for the school to be linked to the Knutsford Academy CCTV system.</p>		
<p>From 22.02.21 meeting:</p>		
<p>5. To upload link to MC OFSTED training and inform governors of training dates. To arrange Finance training for AH.</p>	<p>February 2021</p>	<p>COO</p>
		

Minutes approved:

Date:.....