



# Local Governing Board to The Learning Alliance

## EGERTON PRIMARY SCHOOL LGB MINUTES – Part I



Date: Wednesday 9<sup>th</sup> March 2022 at 5:30 pm

**Present:**

Mr. N McKinlay (Chair) (NM)  
Mrs K. Benson (KB)  
Mrs E. Elliott (EE)  
Mr R. Maxwell (RM)  
Mrs S. McGuire (SM)  
Mr A. Martin (AM)

**Apologies:**

Mr W. Tasho  
Mr T. Hardman (TH)

**In attendance:**

Mr. D Twambley – TLA COO  
Mrs A. Hooper (Headteacher)  
Dr A. Howells – TLA Director of Quality  
Mrs E. Broadbent – EPS SENCO (EB)

**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 Mr Hardman and the meeting was quorate. The agenda items were taken in order, but are recorded in standard format for ease of reference.
2. Minutes of the previous meeting and matters arising –the **Minutes** of the Egerton LGB meeting held on 1<sup>st</sup> December 2021 uploaded to Governor Hub (GH) prior to the meeting, **were approved**.
- There were no Declarations of prejudicial or personal interest.
4. Composition of LGB and Governance Matters – **The Chair reported that** Mr Tasho has given notice of his intention to resign at the end of the current school year. A possible new Governor is known to the Chair and they will be invited into school. Any appointment recommendation will have regard to the Governors’ Skills’ Audit. **ACTION: The Clerk will** send Governors’ Skills’ Audits to new Governors SM and AM for completion.
5. Matters for the Trust Board to Share with the LGB – The next Chairs’ Forum is Monday 14<sup>th</sup> March 2022, online at 5:30pm.

**6. Mental Health and Welfare, SEND and Safeguarding Report – A report by EB. (Item 2 on Agenda)**

- 6. Paper 2.0 Inclusion Report to HT Govs Period Autumn 2021 to Spring 2022** uploaded to GH prior to the meeting, was **received**. EB also presented slides, uploaded to GH after the meeting. **It was reported that** Mental Health, Pupil Premium (PP), Safeguarding, Wellbeing and Personal Social Health and Economic (PHSE) are interlinked and EB has agreed to take the lead on these areas. EB and the Headteacher work closely to support the pupils and their families. All areas are considered with regard to Intent, Implementation and Impact and pupil targets are aspirational for both education and wellbeing. DfE guidance is followed, relevant Policies are all in place and adhered to and the PP strategy statement is on the school website. The Headteacher reported that EB has only been in the role since January but her expertise has been invaluable in this short time and EB thanked the Trust, Governors and Headteacher for the opportunity and supportive environment and training.
- Governors asked how they should best demonstrate they are fulfilling their duties with regard to safeguarding. ACTION:** The Governor visit forms will include a safeguarding checklist as safeguarding runs through every EPS practice and process.

**7. Admissions’ Update**

- 7. It was reported that** the September 2022 Reception intake will be announced in April. The Headteacher had every confidence that the school will be full and new parents will be invited into school as part of the transition plans.

**8. School Performance**

- 8.1.1 School Performance – Paper 8.0 HT Report – 9 March 2022 – Part 1 and Paper 8.1 Data Report January 2022** uploaded to GH prior to the meeting, were **received**. **It was reported that** the Headteacher was cautiously pleased with the data so far, given the significant number of pupils absent through Covid. High levels of targeted support are being provided to SEND and Pupil Premium (PP) pupils and additional plans have been prepared for Yr5 where there is a greater level of need in relation to EPS’ size. The school’s

Teaching Assistants are motivated and keen to train in SEND specialisms, which should have a positive impact on educational and social and emotional outcomes.

**8.1.2** As reflected nationally, remote learning was a difficult channel through which to provide the high level of expertise needed to support pupils' writing, so additional support has been put in place to enable pupils to build the resilience to produce the high-quality writing required to reach expected standards. Support is also in place to support pupils in the national Yr1 Phonics screening and Yr4 multiplication tests, which pupils are required to pass.

- **Governors asked what can be done to improve the gender gap which has increased during Covid. It was reported that** gender gaps exist nationally in writing and the Covid factor is hard to assess but national research is being carried out. The Headteacher stressed that the school is inclusive and strives to ensure that there is no gender bias with regard to expectations; teaching and learning is based around how staff encourage and motivate individual pupils and their individual writing challenges, based on their individual need and interests, so even those pupils for whom the complexity of need is such that they will not sit SATs, have shown good progress. Detailed plans and interventions are in place for every pupil.
- **Governors asked whether PP and vulnerable pupils/non-PP gaps are closing. It was reported that** although there were vulnerable pupils who did not engage with remote learning, the gaps were closing and the recovery curriculum and recent benchmarking exercise saw only a small slip in reading following targeted support by the school. The school remains aspirational and focused for all of its pupils. The COO added that attendance figures at the school were consistently above average for primary settings and the Headteacher confirmed that attendance was screened and followed-up where needed.

**8.1.3** Staff will assess and analyse assessments' results over Easter and TA's will be deployed as required.

**8.2 Covid Update** – Following a period of very little staff absence due to Covid, this week, 3 members of staff had tested positive.

**8.3 School Improvement Priorities** – The Priorities were listed in the Headteacher's Report. Trust support had been requested with regard to carrying out a site risk assessment as the Safeguarding Children in Education Settings (SCiES) team had mentioned the height of the fence at the front of the school. There have been no issues and the Trust has adopted a risk-based approach to potential site changes.

- **Governors asked whether the school has considered installing CCTV cameras. The COO advised that** consideration will be given to adding the school to the Knutsford Academy (KA) CCTV system already in situ. **ACTION:** The COO will look into this.
- **Governors asked how much work is left to do on the curriculum. It was reported that** the planning is in its final stage and the school is looking at key outcomes. The TLA CEO and COO came into school to run through the curriculum in detail and reported it to be robust and logical, particularly in foundation subjects. Detailed subjects' plans sit behind the long-term curriculum plans, providing layering and connectivity from Reception to Yr6. It is anticipated that the curriculum work will be complete by the summer half term.
- **Governors asked how the school's curriculum would measure against the national curriculum. It was reported that** the school delivers the national curriculum and in addition, also encourages deeper thinking and conversation by delivering topics such as philosophy.

## 9. Action Plans and Updates

**9.1 SCiES Audit – Paper 9.1 SCiES Review Report Jan 2022 – Egerton** uploaded to GH prior to the meeting, was received.

**9.2 Safeguarding Audit – Paper 9.2 Feb 2022 Safeguarding Audit 1** uploaded to GH prior to the meeting was received. **It was reported that** the Trust was already aware of all points raised as recommendations, which were essentially to refine and enhance an already robust system and overall, the Trust is confident that safeguarding at the school is effective.

**9.3 School Review – It was reported that** the school review carried out by the CEO and COO was useful and positive. Future termly reviews are planned, followed by targeted support visits.

## 10. Governor Visits

<p><b>10.1 <u>Link Governors</u> - <b>Governors reported that</b> visits had been worth while and insightful. <b>It was agreed that</b> the following Governor Visits would be carried out in the summer term:</b></p> <ul style="list-style-type: none"> <li>Art and Design by SM and EE</li> <li>Music by KB and RM</li> <li>Modern Foreign Languages (MFL) by SM and TH</li> <li>Sciences by NM and AM</li> <li>Safeguarding by KB and NM</li> </ul> <p>A Design Technology visit will be carried out in the Autumn term and all visits will have regard to safeguarding.</p> <p><b>10.2 <u>Maths</u> - <b>Paper 10.2 Governor Visit – Maths Jan 2022</b> uploaded to GH prior to the meeting, was <b>received.</b></b></p> <p><b>10.3 <u>PE</u> – <b>Paper 10.3 Governor Visit – PE – 04022022</b> uploaded to GH prior to the meeting, was <b>received.</b></b></p> <p><b>10.4 <u>RE</u> – Nothing to report.</b></p> <p><b>10.5 <u>World Views</u> – Nothing to report.</b></p> <p><b>10.6 <u>SEND</u> – <b>Paper 10.6 SEND Visit Feb 2022</b> uploaded to GH prior to the meeting, was <b>received.</b></b></p> <p><b>10.7 <u>Training Update</u> – <b>ACTION:</b> The Clerk will upload to GH, the training recommended to new Governors for EPS LGB feedback.</b></p>
<p><b>11. Future LGB Administration</b></p>
<p><b>11. Paper 11.0 Future Meeting Administration</b> uploaded to GH prior to the meeting, was <b>received.</b> Governors were invited to send any feedback to the Clerk.</p>
<p><b>12. Policies</b></p>
<p><b>12. It was reported that</b> all school Policies were up to date apart from a Charging and Remissions Policy, which was being developed by the COO.</p>
<p><b>13. Finance Update</b></p>
<p><b>13.1 P5 Management Accounts</b> uploaded to GH prior to the meeting, were <b>received.</b></p> <ul style="list-style-type: none"> <li>• <b>Governors asked how much the school relied on fundraising. It was reported that</b> the school relied on fundraising as little as possible, but that fundraising was a much-appreciated income. Being part of TLA had enabled the school to make site improvements such as replacing all internal doors and new lighting. Lions wrap-around care funds are fed back into the school.</li> </ul>
<p><b>14. Risk Register</b></p>
<p>Nothing to report.</p>
<p><b>15. Local Matters</b></p>
<p><b>15.1 <u>Bus Project</u> – <b>It was reported that</b> TH and NM had set up a steering committee and Governors were invited to join. The plan was to provide a safe space for pupils and parents who may experience anxiety coming into a school environment. The PTA were reported to be keen to support the project and different spaces were being considered as on further consideration, a bus may not be an ideal space. Governors were supportive of the use of the budget to support mental health and wellbeing initiatives.</b></p> <p><b>15.2 <u>Legacy Project</u> – <b>Paper 15.2 Legacy Project 2022</b> uploaded to GH prior to the meeting, was <b>received. It was reported that</b> the plan is to collate qualitative and quantitative data on the social, emotional and academic journeys ex EPS pupils take and joining KMAT had been a positive move, particularly in terms of gaining that insight with regard to those pupils who move on to KA. KA 6<sup>th</sup> formers who were previous EPS pupils have been recruited to Lions wrap around care at EPS and are very successful.</b></p>
<p><b>16. Parent Surveys</b></p>
<p><b>16. Paper 16.0 Parents Survey summary – Feb 2022</b> uploaded to GH prior to the meeting, was <b>received. It was reported that</b> results were broadly positive. 100% of parents reported that their children felt safe and happy and parents would recommend the school. Comments were generally thoughtful and detailed. Governors were pleased with the results.</p>
<p><b>17. AOB</b></p>
<p><b>17.</b> The Headteacher thanked Governors and accepted their offer to be present at the upcoming Parents Evening and NM and the Headteacher will discuss further outside of the meeting.</p>
<p><b>The meeting closed at 7.45pm</b>  <b>Next Meeting Wednesday Thursday 26<sup>th</sup> May 2022 at 5.30pm</b></p>

ACTIONS		
AGENDA ITEM AND ACTION	By When/Complete	By Whom
4. The Clerk will send to new Governors the Skills' Audit for completion.	Sent 11/03/22	Clerk
6. The Governor visit forms will include a safeguarding checklist.	ASAP	Chair
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.	ASAP	COO
10.7 The Clerk will upload to GH, the training recommended to new Governors for EPS LGB feedback.	Complete 11/03/22	Clerk
<b>From 14.10.21 meeting:</b>		
8.3 The COO, Headteacher and KA Headteacher will meet to discuss data sharing regarding how the schools might collaborate to achieve the benefits of all years' education across the Trust.	Complete – Legacy project link	COO/Headteacher and KA Headteacher
<b>From 22.02.21 meeting:</b>		
5. To upload link to MC OFSTED training and inform governors of training dates. To arrange Finance training for AH.	February 2021	COO
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Minutes approved: .....

Date:.....