



Local Governing Board to The Learning Alliance

EGERTON PRIMARY SCHOOL LGB

Online Meeting via Teams

MINUTES – Part I



Date: 14th October 2021 at 5:30 pm

Present:

Mr. N McKinlay (Chair)
Mrs K. Benson
Mrs E. Elliott
Mr W. Tasho
Mr T. Hardman
Mr R. Maxwell

In attendance:

Mr. D Twambley – TLA COO
Mrs N Phillips– TLA Director of Finance & Governance
Mrs A. Hooper (Headteacher)

Clerk:

Mrs C. Gritton

Absent:

Mr A. Richmond

Administration

1. Welcome, Apologies and Confirmation of Quoracy - The Chair welcomed everybody to the meeting. Apologies were received and accepted from Mr Richmond and the meeting was quorate.
2. Declarations of Interest - There were no declarations of a personal or prejudicial nature.
3. Minutes of the previous meeting and matters arising - The **Minutes** of the Egerton LGB meeting held on **19th May 2020 were approved** as a true and correct record.
4. Composition of LGB and Governance Matters **It was agreed that** the Chair will recommend to the TLA Governance and Search Committee that:
 - On the expiry of her current term as Parent Governor on 31st October, Mrs Elliott be appointed as an Appointed Governor, for a term of 4 years from 1st November 2021.
 - Mr Maxwell’s term of office as Appointed Governor be renewed upon the expiry of his current term on 13th November 2021.
 - The school will run Parent Governor Elections after half term.
5. Matters for the Trust Board to Share with the LGB **It was reported that** Covid figures across the TLA schools remain high, as they do nationally. Crewe UTC successfully transitioned to TLA on 1st September 2021, enriching the Trust provision and providing new collaborative opportunities between its schools. The updated TLA Strategic Plan will be presented to the Board at its Board meeting on 18th October 2021 and feedback will be provided to LGBs.
 - **Governors asked whether the Trust is providing any Trust led wellbeing programmes. It was reported that** the Trust has signed up to the DfE accredited wellbeing charter. Mental Health First Aiders are being appointed in Trust schools and wellbeing initiatives are being developed across the Trust and are being incorporated into the Trust Strategic Plan.

Finance Update

6. Finance Update **It was reported that** the 2020/2021 financial position is being finalised and accounts will be posted on Governor Hub shortly. The new finance system migration is now complete, improving reporting turnaround. Mr Simpson has been appointed Trust Finance Director and will arrange monthly meetings with schools’ business managers and Headteachers, to run through budgets in detail to assist Headteachers in making informed financial decisions. Egerton’s P12 position is broadly in-line with the budget as reported previously and is running slightly ahead of the target break-even position. The out-of-school provision has been key in influencing the positive financial position overall and it is anticipated that the school will be in a strong position to reinforce the School Improvement Plan.

- **Governors asked whether the school is ahead of the General Annual Grant (GAG) reserves target. It was reported that** with reserves at around £100k, the school is ahead of the 5% target and the Headteacher and finance team will consider how much of that should be held as contingency. If the P1 positive trend continues the school will be able to reinvest some reserves to maximise the benefit to its students throughout the year.
- **Governors asked whether reserves could be used to strengthen SLT in the school. It was reported that** the COO and Headteacher have been discussing that potential option regarding how best to drive key initiatives around curriculum, SEND need priority and Ofsted readiness. Conversations are ongoing.

Governors received the report.

School Risk Register

7. Risk Register It was reported that the Trust Risk Register is available on Governor Hub (GH) in the Resources section. The Trust has an overarching risk management process, of which the Risk Register forms part. Following Board approval of the strategic objectives they will be overlaid against risk management, rag-rated and time scales and mitigations will be developed. Site investment is an important area to support teaching and learning.

Strategic Vision

8. Strategic Vision

8.1 School Performance – Paper 8.1 Egerton Primary Voluntary TA Collection 2021 had been uploaded to GH prior to the meeting and was **received. It was reported that** of 121 primary schools in the Cheshire East locale, 63 shared Reception results, 66 shared KS1 results and 69 shared KS2 results for the voluntary reporting data collation. Egerton shared all its results and at Foundation stage, with 66% of children gaining a Good Level of Development (GLD), the school is 24th in the shared data rankings. The national GLD figure is 57%, so the school is above the national average. KS1 reading and writing are above the national average and the Cheshire East (CE) average. There has been a minor dip in the Maths achievement figure and additional support needs have been identified and interventions have begun. The school is confident in the accuracy of its assessments, which have been moderated.

- **Governors asked how concerned the school are about the dip in Foundation Stage GLD. It was reported that** to achieve GLD, children must meet English and Maths standards and Personal, Social and Emotional Development (PSED), which a small minority of children do not meet. Interventions are in place to nurture those children who need additional support to enable them to engage in the national curriculum more fully in Yr1 and phonics will continue to be a priority. A 6-week assessment point has been incorporated into the curriculum and if children have not reached their target, individual catch-up programmes will be enacted, ensuring no child is left behind. KS2 has a high level of SEND children at 14% and the data reporting is reflective of that.
- **Governors asked to what strategies the school would attribute the positive results. It was reported that** the school has great quality teaching and had a strong approach to remote learning, with a high level of engagement, despite some individual families' struggles.

8.2 Self-Evaluation Form (SEF) Paper 8.2 Egerton primary SEF 2021 had been uploaded to GH prior to the meeting and was **received. It was reported that** the SEF has undergone significant overhaul, now matching the Ofsted approach to inspection consideration of Intent, Implementation and impact.

8.3 School Improvement Priorities (SIP) Paper 8.3 Egerton SIP 2021/22 had been uploaded to GH prior to the meeting and was **received. It was reported that** the Headteacher and LGB Chair had carried out a review of governance to ensure its effectiveness. Action plans lie behind all areas of the SIP and the SEF and SIP are live documents which feed into each other and updated throughout the year. Following a review by the Trust CEO in the 2020 summer term, the school's current position and areas for improvement have been identified and improvement evidence recorded. Staff report feeling confident and empowered.

- **Governors asked whether the school is able to ascertain how EPS children perform at secondary school, following the positive preparation they receive at EPS. It was reported that** there is currently no data to enable analysis of that, but that the Headteacher would like to work more closely with Knutsford Academy (KA), particularly in subject specialisms, so that the 2 schools can work to assess and address the impact of Covid and to ensure the best transition and long-term outcomes. **ACTION:**

The COO, Headteacher and KA Headteacher will meet to discuss data sharing, with regards to how the schools might collaborate to achieve the benefits of all years' education across the Trust.

Student Welfare and Safeguarding

9. Safeguarding – It was reported that the Trust has a tiered approach to safeguarding, including a Trust strategy and a TLA schools' collaborative Safeguarding Group, as well as individual schools' support. Safeguarding audits are carried out, the next EPS audit being in January 2022, by Safeguarding Children in Education Settings (SCiES).

Covid Update It was reported that following a relaxed approach to the beginning of the school year, in accordance with relevant regulations and guidance, the school introduced bubbles and all appropriate transmission reduction measures again within 2 weeks due to rapid transmission resulting in a spike of cases in Y2, including the class teacher. Currently, there are Covid related absences amongst many of Yr2 and some Yr1 and Reception children. The school rarely uses agency teaching cover, but has found it necessary to do so during the recent weeks, but that cover has been of good quality. Children's attendance has been affected at 93%, which is only 2% below the national expectation, outside of Covid impact. **The COO reported that** the Trust position is to follow Government guidance consistently across the schools and **the Headteacher reported that** the school has remained and will continue to remain in contact with Public Health England and follow all relevant guidance and an improvement in Covid related absences is expected in the next half term. Staff have been very committed to ensuring the children are well looked after and get the best education possible, whilst also supporting each other.

Governors received the report.

Local Matters

10. Local Matters It was reported that Knutsford schools' Headteachers are in regular contact to share local Covid updates.

Policies

11. Policies – The following Policies had been uploaded to GH prior to the meeting:

11.1 **Admissions Policy It was reported that** a Chair's Action had been utilised over the summer to update and approve the Admissions' Policy.

11.2 **Child Protection Policy The Policy was approved.**

11.3 **Behaviour Policy The Policy was approved.**

11.4 **SEN Disability Policy The Policy was approved.**

LGB Roles

12. LGB Roles

12.1 **Link Governors It was reported that** the lack of financial data provided to the LGB had impacted on its ability to hold the Headteacher to account. Link Governor visits will continue over the next half term, focusing on how well the national curriculum is taught in terms of content and sequencing, whether the long-term plan of progression through the school is impactful and safeguarding. Triangulation between the SEF, school reviews and knowledge of the curriculum is required.

12.2 **Training Update It was reported that** the Trust has subscribed to the National Governance Association (NGA) online training programme and Governors will receive an email to sign in and recommendations for training modules will be provided by the Trust.

Matters to Share with the Board

13. The Chair reported that there had been an insulation failure at the school in September, which could have resulted in a fire, had it not been spotted. The Chair asked that the Trust ensure it is aware whose responsibility it is to check that part of the electrical system, with regard to an issue which may affect other Trust schools.

Any Other Business

14. AOB Nothing to report.

Date and Time of Next Meeting:

The meeting closed at 7.25 pm.

Next Meeting Wednesday 1st December 2021 at 5.30pm

Minutes approved:

Date:.....

ACTIONS		
AGENDA ITEM AND ACTION	By When	By Whom /Complete
From 14.10.21 meeting:		
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.	ASAP	COO/Headteacher and KA Headteacher
From 22.02.21 meeting:		
1.2 WT, RMX, TH to complete declarations of interest.	ASAP	Chair to follow up. RMX and TH complete as at 14.10.21
3. To make amendment to part 1 minutes-Change "approval of behaviour and exclusion policy" to "approval of Behaviour Policy"	February 2021	Clerk
5. To upload link to MC OFSTED training and inform governors of training dates. To arrange Finance training for AH.	February 2021 March 2021	COO COO
13. To submit admission arrangements to Cheshire East.	15.03.21	Headteacher/Complete as at October 2021 meeting
DATE AND TIME OF NEXT MEETING: Wednesday 1st December 2021 at 5.30pm		