



Local Governing Board to The Learning Alliance

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



**Date: Wednesday 19<sup>th</sup> October 2022 at 5:30 pm**

**Present:**

Mr. N McKinlay (Chair) (NM)  
Mr George Hughes (GH)  
Mrs K. Benson (KB)  
Mrs E. Elliott (EE)  
Mrs S. McGuire (SM)  
Mr A. Martin (AM)  
Mr R. Maxwell (RM) (On Teams) (Until 7:10pm)

**Apologies:**

Mr T. Hardman (TH)

**In attendance:**

Mrs A. Hooper, Headteacher (the HT)  
Mr D. Twambley, TLA COO (the COO)  
Dr A. Howells, TLA Director of Quality (AH)

**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 Hardman and the meeting was quorate.
2. Minutes of the previous meeting -the **Minutes** of the Egerton LGB meeting held on 8<sup>th</sup> June 2022, uploaded to Governor Hub (GH) prior to the meeting, **were approved**. **Matters Arising *CHALLENGE: Governors asked the COO how the school budget is looking and it was reported that*** the Trust central finance team have reforecast all TLA schools’ budgets with regard to the current volatile political period. EPS is forecast a modest surplus and the HT has been appraised of the current position, which remains a watching brief.
3. There were no Declarations of prejudicial or personal interest.
4. **It was confirmed that** NM would remain as EPS LGB Chair for the academic year and Governors will contact NM if they wish to be considered for the role of Vice Chair. Governors were reminded that the role description is in the TLA Governors’ Handbook and can be adapted in terms of how responsibilities are shared between the Chair and Vice Chair, to fit each LGB.
5. Link Governors **It was confirmed that 5.1** the SEND Link Governor is EE and **5.2** Safeguarding Link Governor is KB.
6. LGB Membership The LGB has a full constitution.
7. Confirmations Governors were reminded to complete their Confirmations and Declarations on GH and their DBS checks online. Governors committed to reading KCSIE and **it was noted that** all Governors had done this, with one exception and who has since confirmed it will be done. The LGB are following this up with the session lead by Elizabeth Broadbent in the January 2023 LGB.
8. Governor Visits Governors will arrange visit dates outside of the meeting.
9. School Vision and Values Governors had viewed the film on the school website and all comments were very positive.
10. Website Review A link will be created on the school website, linking the Governance section to the TLA website. The website review had been completed and **ACTION: TH** agreed to review the checklist on behalf of Governors.
11. NGA LGB Self-Assessment **ACTION:** This will be completed in a session outside of the LGB meetings. NM will send out proposed dates to meet. The HGA Healthcheck Questions had been uploaded to GH prior to the meeting.

**Headteacher’s Report**

**The Headteacher Report – 19 October 2022 – Part 1** uploaded to GH prior to the meeting, was **received**.

12. Self-Evaluation (SEF) The school contributes to a number of the Trust’s cross-schools’ collaboration programmes, such as the HT and Mrs Broadbent sitting on the Trust Wellbeing Committee and the school has shared ways of working which have been adopted by other Trust schools, as well as being involved in collaborative transition and Early Careers Training (ECTs). **CHALLENGE: Governors asked whether the Legacy Project is ongoing. It was reported that** the project had stalled due to HT workload capacity. **CHALLENGE:**

**Governors asked whether teacher performance was considered in terms above and beyond simply pupil attainment. It was reported that** performance management across the Trust is now based on the School Improvement Plan (SIP) and teachers' personal responsibilities, such as supporting trainee teachers.

13. 2022 Outcomes Paper 13.0 2022 Outcomes uploaded to GH prior to the meeting, was **received. It was reported that** 2022 outcomes were strong and progress scores were very strong. SEND figures had been removed from the quoted figures for context as they represented a high proportion of the small cohort. The figures including SEND were 0.8 in Reading, 1.0 in Writing and 2.7 in Maths, which is still positive data. The school ensures all pupils make progress.
14. School Improvement Priorities (SIP) **CHALLENGE: Governors asked whether there were any particular curriculum areas of concern. It was reported that** the school has a cycle of focus and reading is a priority. The school is strong and has confidence in in all areas, but Design Technology (DT) is possibly a slightly weaker area than others as the curriculum is narrow and it is not taught as often as other subjects, but the HT is aware and keeps an eye on DT. The school has a highly structured approach to how it delivers teaching for SEND and has expanded that to all pupils as that approach is good practice. The school uses research-based practice. **CHALLENGE: Governors asked whether the school's teachers are trained in this research-based practice and it was confirmed that** they always had been trained in this.
15. Pupil Attainment Targets were **received.**
16. Curriculum referred to in the HT report, was **noted.**
17. Staffing **It was reported that** staffing remains strong and stable.
18. Update on School Welfare
  - 18.1 Admission and Pupil Numbers **It was reported that** the school has 210 pupils. The Admissions' Policy 2024 has been **agreed** and is on the school website.
  - 18.2 New Cohorts **It was reported that** the school usually has a Reception intake of around 15, but currently has 20, from families new to the school.
  - 18.3 Attendance **It was reported that** as at today's date, attendance stands at 97%, which is very positive against a national target of 95% (school target 96%). **CHALLENGE: Governors asked whether there were any concerns about attendance and it was confirmed that** the school has a tight approach to attendance. There are a couple of pupils for whom the school has some concerns, but it is early in the school year and conversations are being held to support those pupils' attendance.
19. Update on Behaviour
  - 19.1 Exclusions Nothing to report.
  - 19.2 Exclusions Policy will be reviewed in the Spring term
  - 19.3 Behaviour **It was reported that** the school is firm on behaviour, but there are some low-level behaviours falling just short of expectations, such as untidy uniforms. The school continues to drive standards and expectations and remind pupils that to maintain smart dress encourages smart thinking and the importance of being kind and compassionate and having good manners.
20. Safeguarding Reported under Part 2. The Child Protection and Safeguarding Policy was **approved.**  
RM left the meeting at 7:10pm
21. Pupil Premium (PP), Sports Premium and Covid Catch-up Funding
  - 21.1 **It was reported that** the school has relatively low PP numbers when compared nationally. Covid catch-up funding has been wisely utilised, pupils have made progress and are continuing to do so. **CHALLENGE: Governors commented that catch-up progress had not been as significant as hoped and it was confirmed that** this was due to the high expectations set. The school retained gold standard remote learning during lockdown, uptake was good overall, but some pupils did not engage and some pupils' progress halted even with support in place and their progress on return has been slow but the school continues to support all pupils' needs.
22. Policies. The following Policies had been uploaded to GH prior to the meeting and subject to minor typos, were **approved.**
  - 22.1 Children with health Needs who Cannot Attend School Policy
  - 22.2 Accessibility Plan
  - 22.3 SEND Policy

<p><b>22.4</b> Statutory Policies' Review Schedule <b>It was reported that</b> AH and the Clerk are working on a Trust-wide statutory policy review schedule which had been shared with the HT and on GH (<b>Paper 22.4</b>).</p> <p><b>23.</b> <u>Local Matters</u> <b>It was reported that</b> the Partnership Meeting had been well attended and the Visions and Values film well received by parents. The HT thanked NM for his attendance. Governors were keen to offer their support and were asked to attend the 22<sup>nd</sup> November meeting if available.</p> <p><b>23.</b> <u>Matters to Share with the Trust Board</u> Nothing to report.</p> <p><b>24.</b> <u>Matters for the Trust Board to Share with the LGB</u> Reported under Part 2.</p> <p><b>25.</b> <u>AOB</u> Nothing to report.</p>
<p><b>The meeting closed at 7.35pm</b>  <b>Next Meeting Wednesday 19<sup>th</sup> April 2023 at 5.30pm (TBC)</b></p>

ACTIONS		
AGENDA ITEM AND ACTION	By When/Complete	By Whom
<b>9.</b> TH will review the website checklist on behalf of Governors	ASAP	TH
<b>11.</b> The NGA LGB Self-Assessment will be completed in a session outside of the LGB meetings. NM will send out proposed dates to meet.	ASAP	NM/Govs
<b>From June 2022</b>		
<b>4b.</b> the Headteacher will ensure that the TLA Trust Board is aware of the school's achievements regarding this award.	Complete as at Oct. 2022	HT
<b>4ci.</b> Reports will contain bullet point synopses and conclusions and <b>4cii</b> Governors will consider Special Education Need (SEN) spend at the next meeting.	Complete as at Oct. 2022	Teachers/Governors
<b>5a.</b> 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	Complete as at Oct. 2022	Chair
<b>11bi.</b> The Headteacher will provide Governors with the subject action plans, including safeguarding and SEND action plans to use as a basis for visits.	Complete as at Oct. 2022	HT
<b>11bii.</b> Governors will form a strategic working party to discuss ideas to support the work of the school in curriculum planning.	ASAP	Chair
<b>From 09.03.22 meeting:</b>		
<b>6.</b> The Governor visit forms will include a safeguarding checklist.	Ongoing	COO
<b>8.3</b> The COO will consider whether it is beneficial and cost effective for the school to be linked to the Knutsford Academy CCTV system.		
<b>From 22.02.21 meeting:</b>		

<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:.....