



Present:

Neil McKinlay (NM) - Chair
 Rebecca Lumsden (RL)
 Tom Hollingsbee (TH)
 Sarah McGuire (SM)
 George Hughes (GH)
 Jayne Chapman (JC)
 Martin North (MN)

Apologies:

Andy Martin (AM)

Absent

n/a

The meeting was preceded by a short presentation on Governance by Allan Howells.

Also in attendance:

Caroline Lowe (CL)-Headteacher
 Allan Howells (AH)-Director of Quality TLP
 Sue Pomeroy (SP)-Clerk to governors

	Governance and Administration	Action
1.	<p>Welcome, Quorum, Apologies and Declarations</p> <p>The Chair opened the meeting and confirmed that it was quorate. He welcomed Rebecca Lumsden and Martin North to their first meeting of the LGB. Apologies were received and accepted from Andy Martin. There were no conflicts of interest declared with the business of the meeting.</p> <p>Sarah McGuire stated her intention to resign with effect from the end of this meeting due to work commitments. The Chair thanked her for her service to the school as a governor and the Headteacher presented her with flowers.</p> <p>Unless otherwise stated, all papers referred to had been uploaded to Governor Hub prior to the meeting.</p>	
2.	<p>Minutes of the previous meeting</p> <p>The Minutes of the Egerton LGB meeting held on 3rd July 2024 were accepted as an accurate record and would be uploaded to Governor Hub and marked as signed.</p> <p><u>Matters Arising</u></p> <p>It was confirmed that all actions had been met and closed as appropriate.</p>	
3.	<p>Compliance</p> <p>Governors who had not yet done so were requested to update their declarations and confirmations on Governor Hub at the earliest opportunity. ACTION</p> <p>The Chair recommended that governors also review the slides on Safeguarding from Emma Hooley. AH would post the link to these slides. ACTION</p> <p>The Chair requested that a short presentation on Keeping Children Safe in Education (KCSiE) be added the January LGB agenda. ACTION</p>	<p>Governors</p> <p>AH</p> <p>Clerk</p>
4.	<p>Membership Update</p> <p>AH confirmed that the Scheme of Delegation allows for up to 9 governors on the LGB, 2 of which must be parents. There are now two vacancies on the LGB. The Chair</p>	

<p>5.</p>	<p>informed governors that he had identified a potential candidate whom the Headteacher had arranged to meet.</p> <p>Annual Tasks</p> <p>a) Vice Chair George Hughes was appointed as Vice Chair for a period of one year, or until the first meeting of the LGB in the autumn term 2025.</p> <p>b) Governor Link Roles Safeguarding Link Governor-Rebecca Lumsden SEN Link Governor-TBC Governors noted that there must be a named link governor for SEND.</p> <p>c) Governor Monitoring Schedule Governors agreed the following monitoring schedule and procedures:</p> <ul style="list-style-type: none"> • Monitoring visits to be linked to the SDP Priorities and Safeguarding. • Governors to carry out visits in pairs. • Governors to visit school once per term and arrange visits in advance with the Headteacher. • Priority 1-NM JC • Priority 2-GH, new governor (when appointed) • Priority 3-RL, AM • Priority 4- TH, MN • Forest Schools-AM • Safeguarding-RL <p>Governors were requested to visit carry out their first monitoring visit before the end of the Autumn term 2024. ACTION</p>	<p>Governors</p>
<p>Strategic Direction and Progress Against Priorities</p>		
<p>6.</p>	<p>Priorities 2024-25</p> <p>CL spoke to slides 2 and 3 from her Headteacher’s report and outlined the school’s priorities for 2024-25:</p> <ul style="list-style-type: none"> • Priority 1-Enhance the Quality of Teaching and Learning through Adaptive Teaching Strategies • Priority 2-Strengthen Curriculum Progression and Assessment across all Subjects. • Priority 3- Maintain and Improve Pupil Outcomes in Writing. • Priority 4-Embed Nursery into Whole School Policies and Strengthen Early Years Provision. <p>CL explained that all the priorities are equally important.</p> <ul style="list-style-type: none"> • Priority 1 is a Trust focus. It is particularly relevant to pupils with SEND and to high attaining pupils. • Priority 2 is similar to last year’s priority and was an Ofsted area of focus. The children now have separate exercise books for each subject, and this will aid with retention of knowledge. End point assessments are in place for each subject, and these will be re-visited as the child progresses through the school. • Priority 3-Writing is a national issue and one the Trust is also working on. The Pathways to Write scheme was purchased last year and has had a positive impact on the quality of children’s writing. • Priority 4 involves a significant amount of work to align the Nursery with the main school. The priority so far has been to ensure that all Nursery staff have had Safeguarding training and have access to the CPOMS system. Training on 	

	the phonics scheme, Little Wandle, has also taken place. The next step will be to review the curriculum.	
	Education	
7.	<p>Admissions and Pupil Numbers</p> <ul style="list-style-type: none"> • There are 232 pupils on roll, including Nursery. • There are 29 children in Reception, including two children who are repeating the year. • Slide 4 provides details of the five children who left the school in the summer term 2204. • There are 31 children in Year 6 and governors had agreed last year for the school to go over PAN in Key Stage 2. CL explained that children who join the school later than the normal point of entry often have additional needs. These could be learning needs or issues with friendships. • There are currently two children considering moving to the school. <p>Governors asked if Nursery places are capped, and MN responded that the numbers are limited by the physical space available and by pupil: staff ratios. Demand for places increase throughout the year.</p>	
8.	<p>Review of Attendance 2023-24</p> <ul style="list-style-type: none"> • Attendance is high across the school. • Persistent Absence stands at 9%. This relates to two children who are on part-time timetables as a temporary measure. • The school is receiving a high number of requests from parents for authorisation of holidays in term-time. The DfE regulations changed in August 2024 and the school has sought clarification from the Trust on the grounds for authorising holidays in term time. Two such request had been approved by the school. • Attendance for EHCP children stands at 78.7%. However, this is accounted for by one of the children being on holiday. The others have 100% attendance. 	
9.	<p>Review of 2023-24 progress and attainment including Key Stage 2 SATs results</p> <ul style="list-style-type: none"> • Progress and attainment data for 2023-24 was strong and the school is pleased with the results. • RWM Combined at expected standard was 83% which is significantly above the national figure of 61%. • 24% of pupils achieved the higher standard for RWM combined. This is above the national figure of 8%. • The Year 6 cohort had been a very strong one. • 62% achieved the higher standard in Maths which is significantly above national. • Results in Reading at Key Sage 2 are also significantly above national. • 48% of pupils scored full marks on the Year 4 Multiplication Tables Check. This year the children would be given more practice in answering the questions quickly within the prescribed time limit. • 93% of Year 1 pupils passed the phonics screening check. Of the two children who didn't pass, one has a high level of SEND. Interventions are in place for those who didn't pass. 	

<p>10.</p>	<ul style="list-style-type: none"> • Three Year 2 children did not pass the phonics re-sit and are on a special support programme in Year 3. • EYFS-81% achieved a Good Level of Development against a national figure of 68%. <p>Governors congratulated the school on an excellent set of results and asked how these have been celebrated with the staff. The Headteacher responded that the role of all staff in achieving the results is acknowledged; they are all aware of their contribution.</p> <p>Nursery/Preschool Update MN informed governors that the Nursery is still in the process of being de-registered from Ofsted and the charity still needs to be closed. Funds belonging to the Nursery at the point of transfer are ring-fenced for use by the Nursery. There is a lot of work required.</p> <p>Governors discussed developing the Nursery provision and increasing its capacity. NM would arrange to meet MN to discuss producing a business case for increasing the number of pupils at the Nursery. ACTION</p>	<p>NM/MN</p>
	<p>Welfare</p>	
<p>11.</p> <p>12.</p> <p>13.</p>	<p>Safeguarding A Safeguarding update was provided on slide 11 of the Headteacher’s report. Governors asked whether the required changes to the fencing had been actioned. The Headteacher explained that the two most vulnerable areas of fencing would be replaced in mid-November 2024 and that the Trust was funding this work.</p> <p>The Headteacher informed governors that alarms had been purchased to be used in the event of a lockdown procedure. A trial lockdown would be carried out in the second half of the autumn term 2024 and parents would be notified in advance. Governors challenged whether all schools carry out a lockdown procedure and the Headteacher informed them that all the schools in the Trust have been requested to do so.</p> <p>Welfare and Wellbeing-Students Behaviour</p> <ul style="list-style-type: none"> • Children have settled well into their new classes. • There had been no suspensions, no instances of bullying and four incidents where physical intervention had been required. All staff are Team Teach trained. • The Year 3 class is calmer now that new routines have been established and experienced teaching assistants are supporting two children who can become dysregulated. • Advice has been sought from the SEND team for one child in Year 4 who can become dysregulated. A bespoke curriculum is in place and the child is regularly taught outside of the classroom. • Discussions have also been held with the Trust SENCO about how the school can meet the needs of these three children, especially as they are often being taught outside of the classroom. Regular discussions and reviews take place with parents. <p>Welfare and Wellbeing-Staff</p>	

	<ul style="list-style-type: none"> The Headteacher referred to slide 13 of her presentation. There were no issues to report in part one of the meeting. 	
	Local Matters and Stakeholder Engagement	
14.	<p>Local Policy Approval Governors reviewed and approved the following polices:</p> <ul style="list-style-type: none"> SEND Accessibility Relationship Education Child Protection Admissions Children with health needs ECT's Medical Conditions Attendance 	
15.	<p>Trust Policies AH explained that the Trust is looking at standardising statutory polices and is reviewing the policy schedule.</p>	
16.	<p>Governor training Governors were reminded to complete the NGA Safeguarding course by 30th October 2024 and the Prevent Course on Governor Hub by 30th December 2024. The clerk also asked governors to consider undertaking Exclusions Training to enable them to sit on Governing Board Panel meetings for schools across the Trust.</p> <p>Governors asked AH if training for SEND was available and stated that a Trust-wide network for SEND governors would be beneficial. AH would raise this at the Chair's Forum. ACTION</p>	
17.	<p>Stakeholder engagement-Parents/Carers Welcome meetings for all parents had taken place at the start of the autumn term 2024 and a parents' evening was held on 16th October 2024.</p>	AH
18.	<p>Stakeholder Engagement-Wider Community Governors discussed how the best way for the school to maintain its unique relationship with Egerton Primary School in Kenya. There had previously been funding available from the Foundation, but this had now ceased. The Headteacher confirmed that staff would like to maintain the connection in a manageable, meaningful way but they did not want to continue with the visits as this was an onerous time commitment. NM and JC would arrange a meeting with a group of staff to discuss the next steps. ACTION</p>	
19.	<p>Communication-to Trust None from this meeting.</p>	
20.	<p>Communication-from Trust AH informed governors that the Trust Governance Conference would take place on 14th June 2025.</p> <p>AOB Catering update The current contract with Cheshire East will end on 31.12.24 as they are ceasing their catering service. Quotes have been sought from two alternative providers who would TUPE over the existing staff. The Trust is overseeing the process. CL informed governors that the school had been unable to provide hot meals over the past three</p>	NM/JC

	<p>weeks due to problem in the kitchen. The school has approached the Trust to ask if they would fund the repair at a cost of around £3k.</p> <p>Passion for Learning Passion for Learning provides trained volunteers to work on a one-to-one basis with children who are experiencing a wide range of issues. Three volunteers will attend weekly and work with three children each. The PTA will fund the programme at a cost of £1k. Governors discussed exploring other voluntary organisations to provide additional support to the school. CL would approach the Trust to provide some flyers to distribute to local organisations. ACTION</p> <p>Forest School Forest School provision is in place from an outside provider. Year 3 has been split into groups of 15 and a Year 4 class will be taught as a whole group.</p> <p>Residential Visits-Year 2 and Year 5 Y2: 29th April- 1st May Y5: 24th March- 28th March</p>	CL
	<p>Dates and times of LGB meetings 2024-25 Wednesday 15th January 2025 Wednesday 23rd April 2025 Wednesday 2nd July 2025 Please note that the January 2025 meeting will start at 5:00 pm.</p>	

The meeting closed at 7:20 pm

Table of Actions – LGB – 23.10.24

Agenda No.	Action	Who?	When?
3	To update annual declarations and confirmations	Governors	ASAP
3	To provide link to KCSiE slides.	AH	Oct-24
3	To add an item to the Jan-25 LGB agenda-Presentation on KCSiE	Clerk	Jan-25
5	To carry out monitoring visits before the end of the autumn term 2024.	Governors	2 nd half autumn term 2024
10	To meet to discuss increasing the capacity of the Nursery.	NM/MN	Nov-24
16	To discuss establishing a governor SEND network at Chair's Forum.	AH	Nov-24
18	To arrange to meet staff to discuss ideas to maintain the relationship with Egerton School in Kenya.	NM/JC	Nov-24
AOB	To approach the Trust to provide some flyers to distribute to local voluntary organisations.	CL	Nov-24