



STOTTESDON C OF E PRIMARY SCHOOL

FULL LGB MEETING - STANDARDS CURRICULUM & PERSONNEL FOCUS

VIA MICROSOFT TEAMS

AGENDA

WEDNESDAY 14TH JULY 2021 @ 4.00PM

In attendance

Mark Daborn

Katie Jones

Rachel Datlen

Daniel Middleton

Sarah Price

James Auden

Julia Priscott (Clerk)

1. Election of Chair

RD proposed MD

JA seconded MD

Governors voted unanimously for MD to continue as Chair.

2. Election of Vice Chair

MD proposed RD

Seconded by SP

Governors voted unanimously for RD to continue as Vice Chair

3. Apologies for Absence

Jane Jones – workload

Richard Lewis – no apologies received

4. Declarations of Significant Items for Any Other Urgent Business

None

5. Declaration of Interest in Any Item on the Agenda or Under Any Other Business

None

6. Minutes from Previous Meeting 29.06.21

Minutes were shared prior to the meeting. Governors agreed minute to be a true and accurate record.





Matters arising

Agenda Item Number	Task	Responsibility (i.e. head teacher, chairman, governor, clerk to governing body, administrative clerk, other)
7.a.i.	Add Incidents & Accidents report to next meeting agenda	Clerk COMPLETE
9.	Governor Link Visits to take place as soon as possible (restrictions permitting)	All Governors ONGOING
10.	Feedback from Directors	JA ADDED TO AGENDA

Feedback from Directors – JA

JA gave information with an update.

Directors are meeting this evening. This will be the end of year sign off for budgets and finances.

Looking at internal scrutinies this evening.

Premises and H & S looked at which has involved a site visit to CHA.

Agreed the Trust has come on hugely over the last 7 years and the aim now is to look forward to the next 7 years.

Clear everything is in hand.

Looked at buildings and latest CIF applications and their impact.

Formal reports will be sent to the ESFA. JA will suggest the report should be sent to all Governors for transparency and to raise the profile of Directors.

JA recommended the process and spoke positively about the experience.

Q - Do Governors have any questions they would like to be taken to Directors?

A – No. Chair asked for Directors to be told STO Governors have no concerns or queries.

7. School Performance

Report was shared with Governors. Head shared the report on screen and gave details of its content. Report is RAG rated.

- School Data Update
 - Head gave details of context during Covid.
 - Report shows impact in different year groups.
 - Data is Head's view.
 - Older pupils are equipped to recover well in the autumn and Spring terms.



- Older pupils have anxiety about moving on to secondary school for the first time. They are used to being in their bubbles. Personal and social needs more support
- Younger pupils need more support.
- Nursery is doing OK there could be significant impact on 2 year olds.

Q – is this the case nationally?

A – hard to get an accurate national picture but lots of people agree this seems to be the pattern.

Q – will Lacon do anything different for transition?

A – yes. They are running a Summer school. Year leader is very proactive and there is a lot of communication between Lacon and the primary school.

- Head went through the details of the reports year group by year group.
- Progress was particularly highlighted.

Q – would the graph be different in a non-pandemic year?

A – the graph shows accelerated progress in relation to the time of year.

- Moving and handling was highlighted. The school intends to use a programme that has been used previously lower down the school.
- The handwriting policy is being reviewed.

Q – is the policy on joined up handwriting changing?

A – new research is coming out and this recommends concentrating on letter formation.

Q – do you do Cool Kids with nursery children?

A – it can be and will be considered.

- Head directed Governors to look at graphs and gave details.
- A book scrutiny has been done and information will be used to help groups specifically and improve their skills.

Q – will the curriculum be re-written as the most effected children progress through the school?

A – currently changes were made by the teacher to help the children (either to plug gaps or visit missing knowledge). As they move on, rather than change the curriculum they will be tracked very closely, and targets will be set very regularly.

There was a discussion regarding the writing levels and the movement in their data. This has been highlighted and it is being monitored. Consistency is monitored.





- Year 2 reports shows these children have achieved as expected without a pandemic. School is very pleased with these results.
- The transition from KS1 to KS2 has caused some issues but there has been progress.
- There is less progress in Greater Depth. This is a pattern across KS2. This will come through. Children have not had enough exposure to this level.
- Maths has been hit due to lack of exposure earlier in their school years.

Q – was Year 3 the class who have had disruption?

A – the child who needed support is now having 50% at a specialist centre. There is more support for the family and a clinician is supporting. Services are in place and they are having a positive impact.

- Multiplication national check for Year 4 was trialled this year.
- Head gave details of the national reporting that will take place next academic year.
- Early Learning goals are changing and will be updated for September. Staff are working on this already.
- Y5/6 have recovered well as they have robust skills imbedded.

Q – has the drive to encourage parents to read with children worked?

A – by this age pupils are keen to read independently. Lower down the school is more of a difficulty.

Q – has this been communicated to parents?

A – yes it is in the newsletter, teachers liaise with parents. Any pupils who miss reading do more reading in school.

- Y6 results are very pleasing, especially after a pandemic. Tests have been used and internal moderation has been done.

Q – do you have to submit these results?

A – no it is internal only.

Q – Chair commented that writing is where the least progress has been made, as a general observation.

A – writing will follow reading, so this is correct. Progress in writing has been more challenging for some pupils during in-home learning.

Governors expressed thanks and congratulations to all staff as the results are so successful.

The older pupils' good recovery rate shows how good the foundation learning has been.

Head expressed that the important reflection is that staff know where the work needs to be done.



- Setting Targets and Evaluation

James Auden left the meeting at 17.15

Questionnaires.

Staff

- Results were shared earlier.
- Head shared the reports via Teams and went through the details.
- There was a discussion regarding the rating key and benchmarking.
- Results shows staff had not seen Governors. This was expected as restrictions have meant Governors have been unable to attend school.
- Head and Governors looked at the reports together and discussed how the data will be used to make progress within the school.
- Governor gave information of their experience of Efficiency Meetings and the positive impact they had on his working practices. Head was keen to use these in the future.
- There was a discussion regarding training requirements in IT.

Parent/Carer Survey

- Head and Governors went through the results.
- It was suggested that Governors could contribute to the school newsletter.
- On the whole the results are positive.
- Next time a Comments box will be added so reasons for answers can be recorded.

Pupil Survey

- Pupil results are always interesting and valuable but need to balance that younger pupils found the process challenging for their age.
- Head and Governors went through the results.
- Pupils will be given some ownership of decisions and how their class will be. The results will be analysed as part of PD Day activities.
- A lot of the results could be affected by the pandemic.

Q – when will the questionnaires be done again?

A – might be interesting to pick out certain questions and redo at Christmas.

8. Health & Safety

- Incidents & Accidents

Head gave a quick overview of accidents and patterns that have been resolved.

Muddy areas have been cleared to prevent slipping.

Classes have been spoken to about skipping accidents.

Head has reviewed accidents and Governors agreed for Head to sign.

9. Governor Activity and Monitoring School Performance

- Link Governor roles

The Link roles were reviewed.

Head shared a model she suggested that linked together.

Statutory Governors are in place.

Link role spreadsheet was updated.





MD – Humanities
 DM – STEM
 SP – Art
 RD – English
 Early Years – SP & RD

JA will be considered to be Safeguarding Link Governor as it is such a key area.

RD volunteered to add Governor information to the school newsletter including information about link visits and Governor profiles. Governors will present the results of the questionnaires.

- Meeting schedule 2021/22
 Schedule was agreed.

10. Policies Update

A number of policies are due to be updated. It was decided that policies will be sent to relevant link governors.

11. Staffing and Personnel

- Absences
 One long term absence will be reviewed at half term. Cover is being done internally.
 Staff are cleaning their own classrooms to cover a staff absence.

12. Any Other Urgent Business

Code of Conduct
 Clerk will add C of C to be added to the agenda for the first meeting of the year for adoption by governors and signed by Chair.

Clerk to create timetable of link visits and send to Head for approval.

13. Date and Time of Next Meeting

Tuesday 12th October at 4.00pm

Meeting ended at 18.00

Matters Arising

Agenda Item Number	Task	Responsibility (i.e. head teacher, chairman, governor, clerk to governing body, administrative clerk, other)
12.	Code of Conduct	Clerk to add to agenda for next meeting
12.0	Link visits schedule to be created	Clerk