



MINUTES OF A MEETING OF THE COMPTON LOCAL SCHOOL COMMITTEE (LSC)
HELD AT THE SCHOOL ON THURSDAY 20TH MAY 2021 AT 3:30 PM



Members attending: Ali Avery, David Bertwistle (HoS), Richard Christmas, Carolyn Costello, Vicky Elms (chair), Sarah Hill, Rev Lindsay Yates.

Also attending: Neil Ryder, Pippa Bass (clerk).

1. Welcome and apologies for absence

VE welcomed everyone to this first meeting of the new local school committee and explained the background and purpose of the local school committees.

2. Declarations of interest

None.

3. Minutes of the last meeting & matters arising

As this was the first meeting of the new committee, there were no previous minutes. Members noted the DVSF FGB draft minutes, which were confidential until approved by the FGB.

4. Committee terms of reference, purpose and conduct

- a. Members confirmed they had read the terms of reference document. VE explained that the non-governor members of the committee would be appointed as associate members of the DVSF governing board.
- b. Members confirmed their agreement to comply with the governor's code of conduct.
- c. NR agreed to provide AA and LY with an introduction to TTG together with login details.

5. Committee membership

- a. VE suggested that the proposed committee responsibilities, see below, were considered before deciding who might be useful to invite as additional committee members.
- b. SH agreed to take over as chair for future meetings.

6. Allocation of responsibilities

- a. Pupil voice: VE explained the proposal that a committee member arranges sessions with groups of children (eg school council meetings) to hear their views and feedback to the committee and the DVSF GB. DB offered to provide pro-forma questions that could be asked of the children. SH and LY volunteered to take on this responsibility.
- b. Educational project: LY informed the meeting about a large bequest that had recently been made to the friends of St Michael's church. The trustees were interested in funding an educational project based around the church and were keen to involve the school. DB volunteered to work with the trustees on this project.
- c. Communications & marketing: VE explained that the parent survey had identified communication issues. Everyone agreed that linking up with other parts of the community would be beneficial, for example, the parish council. CC and AA agreed to co-lead on this responsibility.
- d. Parent / PTA liaison & communication: AA agreed to lead on maintaining links with the PTA.
- e. Premises / accessibility / health & safety: CC is the DVSF lead governor for H&S. An additional committee member to conduct site walks and review specific policies would be helpful.
- f. Off-site visits: CC is experienced in this area and Paul Brown (HoS, Rake) is the member of staff responsible for ensuring correct preparations for off-site visits.
- g. Websites: NR explained that Ed Platt (lead DVSF governor for communications) would be working with the local school committees on improving the websites. RC volunteered to take on this responsibility.

VE agreed to circulate a summary of the responsibilities and identify any gaps. The meeting discussed other potential committee members, for example, TAs, office staff. The meeting also discussed the school Facebook site, which is monitored by Carol Crews.

7. Head of school report

DB provided his HoS report – see Annex A. Members thanked DB for the report and raised the following queries:

Q Were there particular things raised by the LA advisor?

A Yes, we have action plans in place for all the areas identified.

Q Are you full in Reception?

A I'm looking into this because I think the maximum is currently 15 but the LA believes it should be 20.

Q Where do the children go for swimming lessons?

A Havant Horizon. I am considering whether using Rake's swimming pool would be better, with Compton paying Rake for the use of the pool.

Q What's happened about 'wet play'?

A We don't have a policy, if it's raining the children still go outside.

Members congratulated DB on the turnaround at the school, there had been lots of very positive feedback from staff and parents.

8. Parent / staff surveys

VE summarised the survey results and noted that communications and use of the outdoor space were the key areas for improvement. NR confirmed that any further surveys would not be done until after Christmas. Everyone was encouraged to think of what could be done to action the various points made in the survey. AA agreed to have a conversation with parents to get further views on areas for improvement, including the website.

9. Website

The website had been discussed earlier. SH felt the walk to school was a lovely feature of the school, but it was not highlighted on the website. RC suggested asking the children what they thought the best things were about the school, which everyone agreed was a good idea.

10. Dates of future meetings

The next meeting will be held on Thursday 8th July 2021 at 3:30pm.

ACTIONS:

Ref	Who	Action	By when
20.05.2021-4c	NR	Provide AA and LY with an introduction to TTG.	asap
20.05.2021-6	VE	Circulate a summary of the committee member responsibilities and identify any gaps.	asap

Compton and Up Marden Local School Committee
Executive Headteacher's Report 20/05/2021

This is my first report to the newly formed Compton Local School Committee.

School Context

We are now in the fifth week of the summer term and I have been at Compton for seven weeks. As I am only here 3 days a week this equates to 19 days! When I am at Rake and Rogate Paul and Steph come to Compton. Reflecting on this very short time I am delighted to report that a great deal has changed. **Staff morale** is much improved. Staff are happy and are developing a real sense of fun, which is being passed on to the children. The highlights for me have been listening to staff laughing and watching the children skipping into school. It must be remembered that the school has been through a great deal of uncertainty since the school was put under the threat of closure. They are working well as a team and all of them have met with their counterparts in the other federation schools. These meetings focussed on **class planning** and **subject leadership**.

The staff are working extremely hard and there is a great feeling of them wanting to improve, of wanting success and wanting the best for the children in their care.

My first change was to bring some stability to the **class structure**. Previously there were 4 classes running in the mornings and 3 in the afternoon. This did not allow for staff to extend work for the afternoon and was hugely disruptive for the children, not least in being able to develop their sense of being in a class with one teacher.

With the resignation of the Year 3/4 teacher, at short notice, we initially had some difficulty in finding a supply teacher who was willing to take on the role. We have finally been able to employ Mrs Susan Todd and Mrs Andrea Taylor to cover the class until July. We have also appointed Mr Nathan Cella to cover staff PPA one day a week.

The make-up of the classes is detailed below:

Hedgehogs	Owls	Foxes	Buzzards
Reception	Year 1 and 2	Year 3 and 4	Year 5 and 6
Sarah McLauchlan Hayley Smith	Amy Stevens	Sue Todd Andrea Taylor	Richard Christmas
6	18	19	14
			Total 57

This commitment to this class structure is a risk, but experience has taught me that that it is this structure that is best for the meeting the children's needs, provides much needed stability and will attract new parents to the school. Neil, Chris and I met with Paul Little and Graham Olway from West Sussex County Council to discuss the school budget and they are happy, at the moment, that we keep the levels of staffing as they appear here.

At this time we are expecting 15 children in Reception in September. This will take the number on roll to 67.

I have recently been in touch with Kwai Fong Purchase, who runs a successful nursery in Rowlands Castle. She is interested in opening another nursery in Compton based at the school. I am keen to support her in this venture as our educational philosophy is closely aligned. This could also bring in around £10,000 a year to the school.

Quality of the Curriculum

The whole class team have agreed that 'Excite, Engage, Include' should be adopted (from the other Federation Schools) as the tagline to describe our curriculum. This is a huge part of my view of education: children need to be excited by the activities that are presented to them, so that they are engaged with the learning and whatever their need they should be able to access the work. This has had a very positive impact on teacher's planning and the work that is being undertaken throughout the school.

I carry out regular 'learning walks' to look at classroom environment and judge the quality of teaching and learning in each class. These walks also allow me to catch up with the children and talk to them (sometimes) about their work.

At our first staff meeting a discussion was held about which teacher would be lead each subject area. They have now been tasked with developing a subject action plan, drawing upon planning and book scrutinies, pupil interviews and moderation of children's work (one of the advantages of working within a federation is the opportunity to compare children's work across the three schools). This subject level work will be good preparation for teachers when being questioned by Ofsted should their subject be chosen for a 'deep dive'.

Since I started at Compton on 22nd March we have undertaken a range of activities to enhance children's learning and enjoyment of school:

- Paul Ullson, a specialist history man, visited Foxes to support learning about Easter
- Paul Brown has started a series of Forest School sessions in Buzzards
- Paul Ullson visited Buzzards for a local geography and history study
- An Inset Day was held with all other teachers from the federation with Tom Sherringham. The day focused on Rosenshine's principles in action and on joint planning.
- Ranger Stu, Stuart Short, visited the school with animals from his zoo.
- An Outdoor Learning Day was held
- Swimming lessons have started

Activities planned for the rest of the term include:

- Paul Ullson, a friend of the school, support Buzzards with their topic on Pilgrimages
- Sports Day
- UNICEF Day for Change – the children will devise ways of fund raising for Unicef
- We have booked Peter Campbell, a specialist English advisor, to work with all staff across the federation on developing writing through exposing children to good quality texts.

Leadership and Management

Since joining the school I have undertaken observations of teaching and learning at least twice in each class. This is helping me build a picture of where improvement is needed. This is then reflected in the whole school **Strategic Improvement Plan** which, albeit, in draft form has been shared with SLT and key governors.

At the Compton Task Group meeting I was able to report that the action plan that I had presented to the LA (bringing in additional AIB funding of £8,200) was already having impact. The plan, which in turn informs the SIP, is based on recommendations from the last Ofsted report (March 2018). The AIB fund will allow staff from all three schools to share best practice.

Covid measures in school

Despite some measures being relaxed, for example tables in classes being grouped rather than being in rows and Robin's Path being opened both ways, all the other restrictions are still in place. Staff and parents should wear face masks when outside, although not in classrooms, children are encouraged to wash their hands and use anti-bac gel and classes are still being kept in bubbles.

The latest advice is that outside gatherings of over 30 people are still not allowed and this has had a negative impact on our planned Sports Day. We will, of course, continue with the day and send photos to families. These restrictions may also have an impact on any Friends events and end of term celebrations. I will update you on these as time goes on.

Safeguarding

We have no families with support plans in place, but we are committed to supporting our families in any way we can. All members of the SLT have developed strong links with the Early Help Hub and we will refer families for support if needed.

Our Safeguarding Governor, Rita Harrison-Roach, is working alongside Richard, as our Designated Safeguarding Lead, to audit safeguarding procedures in school. They will be using the NSPCC Audit Tool. Rita will also carry out pupil conferencing to see how safe the children feel in school.

We have started to use the PSHE Association curriculum, which also includes aspects of safeguarding.

Vision and Values

Governors have planned a session with Ruth Cumming, deputy director of learning from the diocese, to develop the vision and values for all the schools in the federation. At this time I am looking to incorporate 'Excite, Engage and Include' with 'Love, Hope and Perseverance'.

We held a joint DVSF Christian Ethos meeting last week at which discussions focused on sharing of resources and preparing for SIAMS.

Richard is looking to create a children's **Christian Ethos Committee** to get children's ideas on R.E., assemblies and Christian Values.

Pupil progress

Paul has introduced a new assessment and data tool, which staff have begun to populate. By the end of this half term we will be in a position to interrogate the data that has been submitted and provide support for those children who have fallen behind.

Steph has reorganised timetables for the support staff to allow them time to deliver focused maths and reading interventions for the children who need additional support. The additional covid catch up funding will also support these interventions and the purchase of necessary resources.

Pupil wellbeing

The children present as being very happy to be back in school full time and a much-needed calmness has settled across the school. We monitor the post-covid impact on mental health very closely.

Bubbles are still in place, which many children are finding an additional pressure.

Staff wellbeing

The welfare of the staff across the federation is an ongoing concern. Workload is high with teachers writing reports to parents, assessing their class, developing their subjects and taking on the new initiatives I have introduced.

The emotional impact of covid cannot be underestimated. Staff are tired after a very challenging year and I am ensuring that morale does not drop. In Compton staff morale is high and many comments have been made about how relaxed the staff are and how the school has a calm and purposeful feel.

I am monitoring the wellbeing of the SLT very closely.

Premises

I am delighted to confirm that two on-going issues have been resolved.

Trevor Francis, our premises officer, has rescinded his resignation and has become, once again, a valued and valuable member of the staff team. He will stay in post until December 2022.

Past governors and members of the Friends will be delighted that a new shed is currently being built! The original shed that the Friends had purchased had been allowed to rust and the fittings had been lost. The new shed, which will allow for the Friends and the school to store resources, is very high quality and purpose built.

I am negotiating with Kwai Fong Purchase (Miss Jessie) for a new nursery to be run out of Badger class. Both she and I share a similar educational philosophy and an on-site nursery, which will also provide wrap around care, should help to attract more families to the school and bring in revenue to the school.

David Bertwistle
May 2021