



**MINUTES
FROM THE MEETING OF THE
OPS LOCAL GOVERNING BODY
HELD ON MONDAY 29 NOVEMBER 2021
AT 6.00pm VIA MICROSOFT TEAMS**

Members

- ✓ Claire Winson (CW) (Chair)
 - Nik Fairfax (NF)
 - ✓ Ali Pugsley (AP)
 - ✓ Anne Constance (AC)
 - ✓ Claire Luce (CL) (Head Teacher)
 - ✓ Bethan Mockridge (BM) (Staff Governor)

 - ✓ In Attendance

 - ✓ Fran Davis (FD) (Clerk)
- ✓ those present

1. Procedural Matters

1.1 Apologies for absence

NF was not able to attend due to IT connection. However, did confirm she would be happy to remain as H&S Governor. NF also advised she would be resigning from the role of Governor at the end of the school year but would remain until a replacement had been found.

The Chair noted that TW had resigned from the LGB.

1.2 Declarations of Interest

none

1.3 Election of Vice Chair

AP was elected. All Governors approved the appointment.

1.4 Appointment of Officers

- H&S – NF to continue with the role
- SEND – AC to continue with the role
- Safeguarding - AP to continue with the role

1.5 Minutes from the last meeting on 13 September 2021

Minutes were agreed as accurate

Actions outstanding:

- Governors to confirm by email if there are any changes to their Declaration of Interest forms - **Completed**.
- Election of Vice Chair to be added to the November agenda - **Completed**
- Election of Officers to be added to the November agenda - **Completed**
- Governors to confirm by email if there are any changes to their Declaration of Interest forms - **Completed**.
- FD to arrange a meeting for the LGB to discuss evaluation of Governance before 8 November 2021- **Completed**
- CL to update LGB at next meeting on training for Trauma Informed Schools - **Completed**
- Governors to read PowerPoint on EYFS Framework and come to the next meeting with any questions - **Completed**.
- CL to update SEF and ADP and feedback to Governors at the next meeting - **Completed**

1.6 Matters arising not contained elsewhere on this agenda

None

1.7 Feedback on Governance

LGB met last week and discussed the governance self review. It was felt apart from a couple of areas they were happy with their overall performance.

1.8 Recruitment of new Governors to LGB

Recruitment had been discussed at the self review meeting and CL and the LGB would be proactively seeking new parent governors. It was also suggested advertising in the local community.

2 CEO Reporting Requirements

2.1 Head Teacher report

CL gave highlights from the report:

- Number of students on roll - 76
- Teaching and learning update – swimming lessons have moved to Chilton Trinity. Life saving is adding a dimension to the swimming lessons.

- Phonics – 78% which was just under national
- Staffing – having had a very hectic first term with staffing issues it has now settled down.
- Parent engagement
- General updates
- FTE – none this half term
- Safeguarding - 9 concerns since September 2021. SCR has been reviewed.
- As JS left, LE is undertaking safeguarding training and will become the deputy DSL. CT will also do safeguarding training.
- SEND – AC joined a County meeting and spent the day in the school visiting each class. 4 pupils with an EHCP. Pupil passports will be updated and then forwarded out to parents.
- EduKey is an online software programme which will centralise all inclusion provision, track attainment and progress of pupils with SEN.
- AP will be speaking to children and staff to ascertain their knowledge on safeguarding procedures. It is very important children feel safe in school and know who to go to if they have concerns.
- Attendance is under 95% which is disappointing. Persistent absence is a concern and stands at 20%.

It was asked if absence is just Covid concerns
CL advised it is a mix. It is understandable, in some cases, as parents are doing the right thing by taking their children for Covid tests and if positive keeping them at home, however it is impacting on attendance. Letters will be sent to parents whose children's attendance has fallen below 90%.

It was asked if Covid absence is allowed for in the data
CL confirmed if Covid related, the absence is marked as an X and not marked against us. We do have a couple of children on part time timetables, and this is also impacting on figures. CL shared it was likely one child would be leaving shortly as this provision is not right for them.

2.2 Update on Training for Trauma Informed Schools

CL gave some background information on TIS and advised it had been a two day online training course. The first day covered theory but the second day concentrated on putting it into practice. It was reassuring to see we have an approach which is consistent with TIS already. It is worth noting that we do have a higher percentage of Previously Looked After Children and Children with Special Guardianship which is above the national figure. Cascade training will be rolled out to staff but is on hold at the moment as cover is an issue.

2.3 EYFS framework

Governors have read the document and there were no questions. CL advised governors were welcome to come into school to see MD and CT and discuss any points from the framework.

2.4 ADP

CL advised the ADP had been completed and overseen by CW, TG and PLE. At the moment there is a lot of amber areas, but this will change as the year progresses.

2.5 SEF

CL advised this is another substantial document, like the ADP.

Based on evidence there have been two changes to judgements:

1. Behaviour and Attitudes
2. Personal Development

Both are judged to be outstanding. However, we are pleased with the overall rating of Good.

When Ofsted inspect us, they will want to see the ADP and SEF.

2.6 GGS Update

Our focus question was 'To what extent is the Maths curriculum intent being implemented in order to support excellent progress at OPS'.

It was a really positive day and BM did a great job as Maths Lead. It was commented that Leaders have a clear vision for the subject and there are robust plans in place in order to address gaps.

There have been some agreed actions to put in place.

It was a good experience and has reaffirmed our focus on Maths and that we are on track.

Governors felt it was a good report and gave very positive feedback.

2.7 Pupil Survey

CL was pleased with the results of the survey and particularly liked the answers that were given to the question "I wish my teacher/Mrs Luce knew..... There were some really lovely comments and some very unusual ones.

3 Approval of Policies

3.1 Admission 23/24

All Governors were in agreement the policy be approved.

3.2 E Safety – for information

All Governors were in agreement the policy be approved

3.3 Safeguarding and Child Protection

CL advised this is a Trust policy drafted by SP, approved by the Board then individual schools adapt it to their needs.

All Governors were in agreement the policy be approved

4 Date of next Meeting – 14 February 2022 via teams