



**MINUTES
FROM THE MEETING OF THE
OPS LOCAL GOVERNING BODY
HELD ON MONDAY 14 FEBRUARY 2022
AT 6.00pm VIA MICROSOFT TEAMS**

Actions from OPS LGB on 14 February 2022

Item Reference	Action	Person Responsible	Date raised
2.1	CL to bring Action Plan on Mental health and wellbeing to next LGB meeting.	CL	14/02/2022
2.1	CL to bring H&S external review report to the next meeting	CL	14/02/2022
2.4	CL to bring the writing plan to the next LGB meeting	CL	14/02/2022
3.2	CL to put SEND information link and Class Dojo Policy onto Class Dojo for parents to access.	CL	14/02/2022



**MINUTES
FROM THE MEETING OF THE
OPS LOCAL GOVERNING BODY
HELD ON MONDAY 14 FEBRUARY 2022
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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)
✓	Jana Zacheva	(JZ)	(External Auditor)

✓ those present

1. Procedural Matters

The Governance Forum are observing this meeting as part of the external review of governance. JZ introduced herself and explained her role.

1.1

Apologies for absence

No apologies all Governors were in attendance.

1.2

Declarations of Interest

none

1.3

Minutes from the last meeting on 29 November 2021

Minutes were approved

Signed.....

No outstanding actions from the previous meeting

1.4 Matters arising not contained elsewhere on this agenda

CL advised following a meeting with CW to discuss recruitment of new governors to the LGB, a letter had been sent out to parents and volunteers at the school asking if anyone would be interested in taking on the role of Governor. One parent has stepped forward and will be meeting with PLE this week.

2 **CEO Reporting Requirements**

2.1 Head Teacher report

CL advised Covid had interrupted education at the school recently and it had been a difficult time. However, we now only have 1 pupil out in River class and one out in Bay.

CL gave highlights from the report on:

- Teaching and learning – All formal testing is back on this year.

It was asked if the PIXL results have been shared and are the results where they expected them to be.

Yr 6 results have been sent out to parents and we have rag rated each subject. Reading is not a concern, but maths is our focus

Is there catch up time available to make sure those pupils are not disadvantaged.

CL outlined the measures being taken:

- After half term we are focussing on maths and using reading slots and time gained back from swimming to offer extra sessions.
- We are also using some tutoring money to put on after school clubs for specific subject areas for pupils who we have identified need additional support.
- Some Yr 6 pupils are attending our Brymore Residential over Easter holidays and there will be morning sessions focussing on maths and English, however afternoons will be free fun times.
- Yr 6 Sat's parents evening covered additional information to help parents understand the Assessment data sent home.

It was felt the focus given to reading had had a great impact on the subject and it was now showing in the results. Governors were pleased with the measures outlined for maths.

- MD is our Mental Health Lead and drawing up an action plan. We want this to become part of our values and be relevant not just a week devoted to it.

It was asked if the action plan could be shared at the next meeting.
CL confirmed it will be.

Action CL to bring Action Plan on Mental health and wellbeing to next LGB meeting.

CL

- Staffing – MB will be leaving us as she has secured a teaching post at WSC from Sept 22.
- Parental engagement

A Governor noted the online parents evening suited them. Another agreed but did like the opportunity of being able to see teachers face to face but understood staff welfare was the most important thing.

- Other updates were discussed including H&S, meetings with OPS Friends and community links.

It was asked if the H&S external review report could be shared with Governors

Action – CL to bring H&S external review report to the next meeting

CL

- Behaviour
- Safeguarding (SG)– an updated report had been shared but the full Spring report would be available at the next meeting.

It was asked if the numbers for safeguarding concerns were comparable with years
CL felt it was and the SG governor agreed it was very similar.
CL added it shows the school has developed a culture of listening to concerns and they are glad children/parents feel confident to raise these worries with us.

- SEND
 - AC spent the day in the school visiting each class; this gave us an opportunity to explain AC's role. AC also had the chance to meet the new staff.
 - Parental feedback at the meeting with EW was invaluable.
- Preschool numbers are increasing, and CT is attending all staff meetings.

2.2 ADP

- ADP and SEF are rolling items on the agenda. ADP is shared with staff so they can see our priorities. SEF needs updating.

It was asked if any feedback had been received from staff.
CL advised yes from teachers but not so much from support staff as it can be an overwhelming document.

The Chair was pleased to see more green sections on the document which shows progress is being made.

The staff Governor pointed out the ADP also dovetails into some of our GGT's and CL confirmed that in order to make GGT more relevant and manageable all the teachers decided to have a target linked to Maths because it is a big focus for us this year.

2.3 SEF

See above

2.4 Primary Data

- Yr 2 phonics results from Dec 21 has been included in the data report but EYFS and KS1 has not been updated.
- KS2 91% - 10/11 in reading was achieved and we are really pleased with this but writing only 6/11. We need to convert some children as each child represents about 9%. Writing also impacts on the Combined and SPaG results. We need to replicate the success we have had for reading and transfer this to writing.
- 8/11 for maths however as not all the curriculum for maths has been covered, therefore, we are not as concerned with these results.
- CL outlined the interventions that have been put into place and confirmed SPaG teaching could be more tailored after assessments.

CL confirmed a plan to tackle writing was being put together at the staff meeting tomorrow (15) and this would be shared with Governors at the next meeting.

Action CL to bring the writing plan to the next LGB meeting.

CL

Governors found the analysis very informative and looked forward to seeing further data at the next meeting.

2.5 SEND Information Report

CL advised the SEND report was attached for information purposes. The document has been signed and is live on the website.

The Chair felt the report read well and gave a good overview. It was suggested a link to the report would be useful to share on Class Dojo for parents.

3 Approval of Policies

3.1 EYFS

All Governors were in agreement the policy be approved.

3.2 Class Dojo

All Governors were in agreement the policy be approved

It was suggested a link to the policy would also be useful to share on Class Dojo.

Action – CL to put SEND information link and Class Dojo Policy onto Class Dojo for parents to access.

CL

4 **Date of next Meeting – 16 May 2022 at OPS @ 5.00pm**