



**DRAFT MINUTES
FROM THE MEETING OF THE
OPS LOCAL GOVERNING BODY
HELD ON MONDAY 20 JUNE 2022
AT 5.00pm at the SCHOOL**

Actions from OPS LGB on 20 June 2022

Item Reference	Action	Person Responsible	Date raised
2.1	CL to share English Hub report on Phonics with Governors at next meeting	CL	20/06/2022
2.1	CL to look into what support is available for this family during the holidays	CL	20/06/2022



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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)
 - ✓ Clare Wilson (CXW)

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

1. Procedural Matters

- 1.1 Apologies for Absence
 - No apologies as all Governors were present
 - The Chair welcomed CXW to the meeting.

- 1.2 Declarations of Interest
 - None

- 1.3 Minutes from the last meeting dated 14 February 2022
 - Minutes were approved
 - Actions outstanding:
 - CL to bring Action Plan on Mental health and wellbeing to next LGB meeting - **Completed**.
 - CL to bring H&S external review report to the next meeting – **Completed**

- CL to bring the writing plan to the next LGB meeting – **Completed**
- CL to put SEND information link and Class Dojo Policy onto Class Dojo for parents to access – **Completed**

1.4 Matters arising not contained elsewhere on this agenda

The HT shared that a member of the local community had approached her about becoming a Governor. The HT will meet with him and then feedback to PLE for next steps.

1.5 Feedback from Governance Review

CW summarised the findings from the report:

- Fair reflection of the meeting
- Contributions largely made by the Chair. More direct prompting of Governors might be useful moving forwards.
- HT to provide a verbal summary of the main points contained in the papers. This will ensure that more time is dedicated to scrutiny and discussion.
- Encourage more diversity onto the LGB

2. CEO Reporting Requirements

2.1 Head Teacher Report

CL gave highlights from the report:

- The phonics screening threshold mark of 32 has not changed for 9 years. CL very pleased with results as huge amount of work has gone into this area and in the last four years only 1 child did not pass but did have SEN's.
- Yr 6 writing has been moderated and there was only one query on a greater depth pupil who will be re-moderated. We will know the outcome of this in due course but CL/BM confident that the supporting evidence sent off will be sufficient for a GDS outcome
- English Hub have supported us with training and funding.

Action – CL to share English Hub report on Phonics with Governors at next meeting.

CL

It was mentioned that MD has made huge progress and Governors were so pleased to see with her development. CL agreed in the last four years MD has thrived. The Chair felt sharing a pupil and teacher's progress would be a good case studies for Ofsted.

The Chair asked for their thanks and congratulations be passed onto the whole staff team.

- Teaching and learning

- Staffing
- Parental engagement

It was noted that the presentation given at the parents stay and play day was very good as it was aimed at all years.

Other updates

- Jubilee day was fantastic
- Parental survey – only a couple of issues that will be resolved.
- Competitive sports have resumed.

It was mentioned that the children’s behaviour when representing the school is exemplary.

- Safeguarding – 23 concerns raised compared to 17 last year.

It was asked if many of the concerns were repeated from last year
 CL advised the current number represents 14 different families but some are from last year. Staff are being vigilant and this is showing in reporting.

It was noted on the main Safeguarding report the areas of highest need was not completed for term 3.
 CL advised the data was last updated in April so this figure is not reflective of the 23 concerns highlighted. CL also advised upon reviewing the numbers in each of the categories it did reflect work that has been undertaken in school perhaps through assemblies which have prompted teachers/pupils to report concerns.
 CL shared there are regular meetings with SP, Trust Lead, and AP, safeguarding Governor.
 AP confirmed Pupil voice had shown that questions raised related to initiatives that have taken place in school.

It was felt useful for the SEN Governor carry out a SEN Pupil voice exercise.

- SEND – 4 children with an EHCP. There is 1 additional EHCP pending for a pupil. We are also gathering information for another pupil.

There was a discussion on the arrival of a new Ukrainian family into the school and some of the issues for them were highlighted such as language translation. Governors were keen to understand the measures and support that is available for the family but disappointed there is limited government help.

It was asked what support there is available for them during the holidays
 It was asked how many families coming from the Ukraine are in schools across the Trust.
 CL was unsure of exact figures but advised PLE is looking into what support can be offered Trust wise.

Action – CL to look into what support is available for this family during the holidays.

CL

2.2 ADP

CL advised the ADP and SEF documents were for information. Governors will be updated on progress but there will be new documents for September 2022. Writing will be a focus for the coming academic year. CL raised concern about attendance and outlined what measures would be taken in the coming months.

It was asked how much of the figures are affected by Covid
 CL advised there was a change in coding from X to I in Jan 2022 which will impact on numbers. However, we are above national which is 91.5% but we have 16 children with attendance at less than 90% which equates to 20% of the school.
 The Chair felt most holidays that had been cancelled due to Covid should now have been taken and the school and HT have been more than supportive with families.

2.3 SEF

See above

2.4 Primary Data predictions

- EYFS – Combined 67%
- Year 1 Phonics – 91%
- KS1 – Reading 67%; maths 78%; writing a concern at 44%.
- KS2 results good – very pleased as some pupils have made great progress since KS1 results.
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It was noted a Governor had come into school to monitor the KS2 exam procedures were followed. A report will be made available on Trust Governor

- No league tables will be published this year
- Yr 4 carrying out multiplication test on Friday (24/6)
- BM outlined future interventions

2.5 SEND Information Report

Governors noted the report and contents.

2.6 Action Plan on Mental health and wellbeing - for information

- MD is our Mental Health Lead
- £1200 funding for wellbeing for staff, pupils and school community
- Plan outlined targeted groups and various initiatives.
- CL suggested a strand on mental health and wellbeing is added to the ADP and asked for a link Governor to over see this work. CXW volunteered to undertake this role. This was approved by all the LGB.

2.7 Writing Plan - for information

BM shared how the plan was devised. It has been a little derailed at times, but we are back on track and another plan has been formulated for next year.

We are looking at how we can align the curriculum with the different year groups.

3. Update on Great Growing teachers/staff

CL advised the focus of GGT was on mathematics and parental engagement.

We have instigated various initiatives to achieve this:

- Stay and play session
- Keeping parents informed of child's progress
- Having face to face parental sessions
- Rag rated data sent home

These have all been well received by parents

It was asked if parent workshops would be instigated
Yes would like to start them up now we are able to.

4. Policies – for information

Personal and Intimate Care

CL advised the Intimate Care Parental Consent Form has been included in the preschool starter pack.

Governors approved the policy

EYFS

This policy was approved at the last meeting

Class Dojo

This policy was approved at the last meeting

The Chair thanked NF for her time and service to the LGB for the last four years.

There was a discussion on how much had changed in the last 4 years and how positive the changes instigated by CL have been to the school.

5. **Date of next meeting**

September 2022 @ the school