



**DRAFT MINUTES
FROM THE MEETING OF THE
OPS LOCAL GOVERNING BODY
HELD ON MONDAY 7 NOVEMBER 2022
AT 5.00pm at the SCHOOL**

Actions from OPS LGB on 7 November 2022

Item Reference	Action	Person Responsible	Date raised



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Members

- ✓ Claire Winson (CW) (Chair)
 - ✓ Dan Hunter (DH)
 - ✓ Ali Pugsley (AP)
 - ✓ Anne Constance (AC)
 - ✓ Clare Wilson (CXW)
 - ✓ 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
None as all Governors were present.
The Chair welcome DH to the LGB.
- 1.2 Declarations of Interest
All forms received
- 1.3 Minutes from last meeting dated 26 September 2022
Minutes were agreed as accurate
Actions outstanding:
FD to send Governor safeguarding training link and Introduction to Governance to DH – **Completed**

CL to share English Hub report on Phonics with Governors at next meeting - **Completed**

CL to look into what support is available for this family during the holidays – **Completed** All FSM pupils received vouchers over the holidays and since our last meeting a funding application has been made for support for our Ukrainian children. Pupils also have access to TEFL which is taught online by Trust teachers.

FD to add pupils' views on safety in school to the agenda for next meeting - **Completed**.

CL to forward out pupil survey from June 2022 to Governors - **Completed**.

2 CEO Reporting Requirements

2.1 Head Teacher Report

- Open day - 3 families booked in. We will shortly be having a big push on publicity to promote school.

It was asked if school articles are publicised in local papers
Yes our Trust Marketing Lead organises publicity in the local community and on social media.

- Teaching and learning – pupil assessment has been carried out and will be shared at parents' evening next week.
- Staffing is stable
- Parental engagement – Sounds Write open evening went well.
- Therapy dog starting on Thursday (10/11)
- Behaviour – no issues
- Safeguarding last year 9 concerns only 4 this year. AP has looked through SCR. SP (Trust Safeguarding Lead) and CL met to review files and update staff training.
- SEND – 4 children with EHCP. Team Teach training – final date to be booked. AC carried out pupil voice with EW.

2.2 English Hub report on Phonics

CL shared evidence from DfE that they have been through the monitoring process.

2.3 Pupils' views on safety in school

Documents were shared with Governors. There were no additional questions on the documents provided.

2.4 ADP

Governors had access to this report and noted the contents.

2.5 SEF

This will be updated following Ofsted visit.

2.6 GGS – Current reality report

CL explained the process for GGS. Options for the way forward:

1. Plan the CPD for questioning
2. CPD to be subject specific in each curriculum area
3. Continue to harness opportunities for staff to learn about the phase they're not teaching
4. Use Wednesday LSA meetings to explore further strategies are there for LSAs to be able to challenge children in the classroom.
5. EW and ZB to complete a joint learning walk looking at 'challenge for all' of our students with SEND.

It was asked why there were no plans in the document for higher ability children
 CL agreed but confirmed rightly we have to focus on children who are not at ARE but do need to stretch our high attainers. We will be discussing further to see how we support those children.

3 Approval of Policies

3.1 Admission 24/25

CL advised the policy is the same each year with some minor changes having been made for 24/25.

It was asked if the figure 12 was per year group
 Yes that is our PAN but if we have someone in the catchment who needed a place, we would want to assist as we do have capacity.

It was asked what the tipping point was for justifying a fourth class.
 We do need an additional class as the curriculum model would look better with a fourth class. However, we have to be mindful of cost and having enough pupils to justify it.
 Is there enough room to site another class
 Yes, we could put another Elliott building on site.

CW proposed acceptance of the policy and AC seconded it.

3.2 Handwriting

CI advised cursive writing from reception is not recommended by Ofsted. We have therefore changed our handwriting policy for reception but will look to introduce cursive writing for KS1. Parent survey gave constructive feedback on cursive writing.

It was asked if Handwriting as a subject is different to English
BM advised writing is creative but handwriting is taught discreetly.
There are 4 sections for English with Grammar being a separate
entity.

CXW proposed acceptance of the policy and CW seconded it.

CL advised pupils from the school had featured on Points West as
they were part of the lantern parade in Bridgwater for the firework
display.

4 Date of next Meeting – 6 February 2023 on site