

Minutes declared as accurate at governing body meeting on 21/11/22
DM proposed minutes as accurate, MF seconded minutes as accurate.

Meeting of Southam Primary School Local Governing Body

Held on Monday 26th September at the School.

Present – Nicola Lester (NL) (Chair)
Emma Longworth (EL) (Head)
Jess Marshall (JM) (Joined as shown in minutes)
David Moran (DM)
Marc Fulner (MF)
Marie Percival (MP)
Peter Robinson (Governance Professional)

Apologies – No apologies were received

Welcome and introduction

NL welcomed Governors to the meeting. NL advised the meeting that Jess Marshall had tendered her resignation as, along with her family she would be returning to Australia later in the Autumn term.

Governors recognised the need to recruit additional members, NL explained that she had placed adverts on Inspiring Governance and it was agreed local networks should be approached in addition to those already considered.

Pecuniary Interests

EL confirmed her role as Primary MAT lead.

Minutes of the meeting held on 16th May 2022

The minutes of the meeting held on 16th May 2022 were confirmed as a true record.

Appointment of Chair and Vice Chair

Nicola Lester confirmed that she was willing to stand as Chair to the Governing Body for a period of two years. Governors agreed to this proposal.

Proposer – Mark Fulner Seconded – David Moran

David Moran confirmed that he would stand as Vice Chair for the next Academic year.

Governors Roles and Responsibilities

The following roles and responsibilities were agreed, recognising the resignation of Jess Marshall.

- Chair – Nicola Lester

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- Vice Chair – David Moran
- Safeguarding and Attendance – Nicola Lester
- SEN – Marc Fulner
- Governor Training - Sian Warner
- Communication – Nicola Lester and David Moran
- Health and Safety – Marc Fulner
- Headteacher Performance and Pay– Nicola Lester and David Moran
- English – Nicola Lester
- EYFS – David Moran
- Curriculum – Marie Percival
- Staff Wellbeing – Marie Percival
- Governor Induction and Mentoring – Marc Fulner
- Pupil Premium – David Moran

It was agreed that responsibilities would be reviewed at the end of the Autumn term to assess workload. In view of the limited number of Governors at the present time it was proposed that Governors would focus on key roles in support of the school.

PR confirmed that the Headteacher's appraisal should include the Chair of Governors and the CEO with EL would co-ordinate this meeting.

Headteacher's Report

There was no report present in view of the fact that the term was only in its' third week.

Ofsted and SATS results

NL on behalf of Governors congratulated EL and all staff for the excellent SATS results and positive Ofsted report. EL confirmed that the progress indicators for KS2 were also outstanding. Progress since September had been a credit to all concerned with phonics very strong at 92% compared to a national average of 76% (Warwickshire 77%).

EL described the focus on Reading, Writing and Ink and the use of the Curriculum budget to support this area. Good progress was also being made with SEND students.

Referring to KS1 results the outcome in some areas was lower than hoped for, with less confidence and a lack of consistency being cited as reasons. Year 3 had been identified as hitting expectations but not in a consistent manner, with teachers having to return to basic principles before moving forward again suggesting pupils working memory were not sufficiently established in some instances. Staff had adapted to this changing need and were amending their approach to reflect this need to manage working memory.

Working memory was also described as an issue for some in early years.

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EL was asked if there was anything that should be changed as a result of the Ofsted visit. The Ofsted judgement under Section 8 had not provided any fundamental findings that were not already known, with staff having a range of techniques to deal with issues that arose.

The Ofsted report had identified hard working staff, a vigilant safeguarding culture, with pupils enjoying and wanting to learn. The curriculum was seen as ambitious with other positives also noted. EL emphasised that the school was not driven by Ofsted but by the needs of the children and when the next inspection was due there would be a new framework against which the school would be measured. The culture of the school was well established and would remain.

School Development Plan – EL confirmed that the Plan would reflect the Ofsted report with the document evolving along a continuum with some areas remaining and others being removed or added as the school evolved. EL used the Sensory Room as an example of a need emerging through the year that was added to the plan as the need was identified. It was confirmed that the plan linked to the curriculum report and each key stage and subject leader adapted the plan accordingly.

It was agreed the Development Plan would be circulated with Subject Leaders identifying their own areas for development within this framework.

Attendance – stricter regulations around absenteeism were explained with fines imposed by the County Council for unauthorised absence, with the need to attend school for emotional and social reasons emphasised. The reasons for taking holidays during term time that had been used in the previous twelve months immediately after the Pandemic were no longer acknowledged and the need to ensure pupils maximised their education was the main priority.

JM commented that year one seems to be further behind than other year groups, EL confirmed this to be the case with a lack of social mixing identified as one cause. The new reception group had started well with a number taking longer to adjust to the ongoing nature of schooling, with boundaries having to be explained to some.

Year 6 pupils were showing the increased maturity required for those at the top of the school.

Learning Walks – Governors agreed to undertake two curriculum walks and a further one for SEND with a preference for these being held on a Thursday.

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Workload and Wellbeing – MP had attended the first Trust meeting of wellbeing governors which had proved a greater understanding of the role. MP confirmed that the role description would be shared and she would raise awareness of her role within the school.

EL explained that Ofsted had identified good wellbeing practices in their visit, including a reduction in end of year reporting, the holding of staff meetings only when required and the creation of one staff room area which also offered a place to work as examples of staff support.

When asked about pupil wellbeing it was acknowledged that alongside a range of services this was at the centre of everything that was being done in the school. **Action** - It was agreed that a report on pupil wellbeing would be brought to a future Governors meeting.

Policies

The following policies were agreed and duly signed by the Chair –

- Attendance
- Remote Learning
- Positive Behaviour
- Safeguarding and Child Protection
- Modern Foreign Languages
- Physical Education
- Music
- Computing
- Religious Education
- Geography
- History

Any other business

Open Evening – Governors were reminded of an Open Evening on Thursday 20th October and asked to let NL know if they were able to attend.

Governors thanked Jess Marshall for her contribution to the Governing Body and wished her and her family well on her return to Australia.

Date of next meeting 21st November at 6.15 PM at Southam Primary School

PR 29/09/2022