

Meeting of the Governing Body 11th June 2024

chaired Vinod Wagjani

The governors held their meeting at the school. School staff ensured that all necessary papers were made available to every governor prior to the meeting.

brief summary of key matters discussed

Ofsted Inspection 12th and 13th June 2024

The school received a call from Ofsted advising they will be making a 2-day inspection of the school on the 12th and 13th June. The deep dives will be on Early Reading, Maths, Geography, PE and MFL.

The children have a survey to complete in class and the parent survey has been sent out to be completed.

Ofsted would like to meet the Governors on Thursday 13th at 9am. VW. MDM. JB. KB. KJ. and EC. have agreed to attend.

Headteachers update

SC (Sarah Cullern) is leaving teaching after 22 years at Leechpool following ill health earlier in the year; EB (Emma Brown) is moving away from the area to take up other opportunities; OM (Olivia Morgan) is going to leave to undertake full time study for a master's degree.

Interviews were held before half term for a phase leader and a class teacher; 22 applications were received.

A phase leader was appointed to work in years 5 and 6, an ETC (Early Career Teacher) was appointed as the class teacher. DD (David Dodd) has been given an additional temporary TLR (Teaching and Learning Responsibility) allowance to develop a project for one year supporting newly qualified teachers.

There are 2 long term absences and ND (Nicola Davis) is looking at a programme of phased return for September. Two other members of staff have been off work following bereavements. A member of the learning support staff has developed epilepsy and a plan for support is in place.

Progress review data for Summer 1 was shown to the Governors. The data is looking good across the year groups. There are 70-80% of children who are working at expected of these children 20-30% working at greater depth, this varies across subjects.

There are currently 12 Education Health Care Plans, within the school. These are for children with high end special educational needs.

The Progress data for year 4 shows quite a lot of variation. This year group has many SEND children and there has been quite a few children leaving and joining this year group during previous years. A team will be placed around the current year 4 to support them during year 5.

Writing across the school is still a challenge and this will continue to be a priority, especially spelling and grammar.

DC has been working through the budget to ensure everything is being charged to the correct budget code. He will also be working with Caterpillars to get all records on Bromcom (Cloud management information and finance software). He will demonstrate how Bromcom can assist them on a day-to-day basis.

The curriculum was reviewed at the inset day in June. This will require further work to ensure that the curriculum is delivered to all children in a way that meets their needs.

The Cubbie has been delivered and set up. The Governors had a demonstration after the meeting.

The building project is scheduled to start in July.

There are still challenges with some year 6 children, one child is working a reduced day 9.15 - 2.30 p.m. due to continuing bad behaviour towards both children and staff yet school is the best place for this child to be.

VW is aware of the complaints which have been made to the school regarding racism. VW has written a response to WSCC following on from a complaint which made about a racial incident that was logged with the LA asking where the support for school staff is. Legal advice was taken concerning the racial complaint. The parents did not agree with the report that had been completed on CPOMS and wanted it altered. The parents' request was not given. It has been agreed that the parents' version of the events will be added to the CPOMS record. School records of incidents should not be changed; any records of incidents can only have additional elements added and these need to be dated and explained.

ND left the meeting

Governor Membership

The Clerk has spoken to Governor Services, and the school is unable to alter the Instrument of Governance to include the Nursery Manager. The Governors agreed to keep the governor numbers to 12 and add to the Terms of Reference a co-opted space for the Nursery Manager. This will be effective from September 2024

Caterpillar Nursery Updates

The children reviews will be taking place over the next week. The Deputy Manager has resigned and will leave at the end of the term. An advert for a replacement will be issued shortly. The new bursar at Caterpillar started this week and is positive and keen to learn. She will be working with DC to learn about Bromcom.

Caterpillar Finances - The Nursery Finances are in a good position.

Attainment and Progress

This was covered under the Head Teacher's report and EL will make the Summer 1 data available to governors.

The subject reports are detailed and include data that makes each subject report more informative. Pupil progress meetings allow teachers to be challenged on their data. Each teacher really knows their children and this shows in the pupil progress meetings.

School strengths

Governors feel the strengths of the school are - 100% of children have represented the school at sporting events; Every Child Matters; Staff know their children well; Community based school - links with the community - school used by community groups; Links with Caterpillar Club; Allotment; Good Financial Management; Clear concise process - with attaching policies; Complex families - all-inclusive school; Reception year over subscribed each year; Teachers go above and beyond; All children are included and trips/residentials; High number of Children with EHCP (but funding not enough to allow for the number of learning mentors required).

Inclusion Report

There are currently 12 children with EHCP's (Education, Health and Care Plan) but there are delays at County in processing these (they should be processed in 20 weeks) and there are long waits for children to be assessed by CAMHS (Child and Adolescent Mental Health Services).

EP is working extremely hard to support the children with their various needs and a Learning Mentor has been employed 3 days a week to assist.

Safeguarding Report

JB and EC have met with EP to discuss Safeguarding issues in school over the Spring Term. The report and incident report show the number of incidents that have occurred over the spring 2024 term.

Equality Monitoring Report

MDM has agreed to come into school before the end of term and complete the report.

Any Other Business

During half term a pre-construction meeting took place, with SH, surveyor, ND, VW and DC, the build is due to start in July. Planning permission has been received. DBS checks, Health and Safety, safeguarding and due diligence have all been completed. Everything has been covered with County for the build to commence. A document has been drawn to include start and finish times of the builders, deliveries to site to ensure children and staff are kept safe during the build. The school is only awaiting the LA (Local Authority) sign off.

Date of Next Meeting

The next meeting of the Governing Body will take place on Tuesday 9^h July at 6.30 pm

Details of the members of the school's Governing Body can be found at <https://www.leechpoolprimaryschool.co.uk/governor-profiles>

Parents with children currently at the school are welcome to contact governors with questions or general feedback. Please note that parents should always contact the school directly with any concerns.

Initials of governors and any other individuals 'in attendance' at this meeting are as follows:

ND – Nicola Davenport – Head Teacher

JA – John Adams – Joint Lead for Finance

KB – Katie Beange – Parent Governor and Joint Lead for SEN/Disadvantaged Pupils

JB – John Bentley – former deputy Chair of Governors, Joint Lead for Safeguarding, Joint Lead for Recruitment

DC- Daniel Clement, School Business Team Administrator / IT Technician

MDM – Maria DiMartino – Governor, Leechpool Caterpillar Nursery and After-School Club, Joint Lead for Recruitment

KJ – Katie Jesse – Joint Lead for Finance

VW – Vinod Wagjiani – Chair of Governors, Joint Lead for Child Protection/Safeguarding, Lead for Internet Safety

Apologies for Absence

CB – Carrie Best – Joint Lead for Health and Safety

EC – Emma Coomber – Joint Lead for Safeguarding

SC – Sarah Cullern – Lead for Curriculum, Lead for Well Being JD – Jim Dean – Joint Lead for Health and Safety, Joint Lead for PE/Sports

JD – Jim Dean – Joint Lead for Health and Safety, Joint Lead for PE/Sports

LW – Linda Willmott - Joint Lead for SEN/Disadvantaged Pupils, Joint Lead for PE/Sports

In Attendance

JD – Jayne Dowell – Clerk to the Governors

EP – Emma Payne – Assistant Headteacher, Inclusion and Achievement SENCO with responsibility for all aspects of SEND and Inclusion

KS – Kate Summerhayes - Caterpillar Nursery and Afterschool Manager