



PART ONE MINUTES OF THE LOCAL GOVERNING BODY MEETING – MEETING 4	
Date	Thursday 11th January 2024 5:00pm
Venue:	The School

Attended (Governors): Bridget Wall (BW) Ann Hollingsbee (AH) Simon Cotterill (SC) Pamela Larner (PL) Sarah Jeffery Andrew Tully (AT) Lauren Smith (LS) Lesley Dalzell (LD)	Chair Parent governor, Vice Chair Principal Co-opted governor Staff governor- left at the end of part 1 Co-opted governor Staff governor- left at the end of part 1 Co-opted governor
Apologies Catherine Williams (CW)	Parent governor
Absent n/a	
Also in attendance	
Sue Pomeroy (SP)	Clerk to governors

AGENDA ITEM 1	WELCOME, APOLOGIES FOR ABSENCE (Statutory) AND CONFIRMATION WHETHER MEETING IS QUORATE
Discussion:	The Chair opened the meeting and confirmed it was quorate. Apologies were received and accepted from Catherine Williams.

AGENDA ITEM 2	DECLARATION OF PERSONAL AND PECUNIARY/BUSINESS INTEREST (Statutory)
Discussion	There were no declarations of personal or pecuniary interest in relation to any of the agenda items. They were reminded to confirm/update their declarations of interest on Governor Hub following each meeting of the LGB. This is to comply with a recommendation from the external auditors.
ACTION	Governors to re-confirm/update their declarations of interest on Governor Hub.

AGENDA ITEM 3	PART ONE MINUTES OF MEETING
Discussion:	The Part One minutes of the LGB Meeting held on 29 th November 2023 were agreed as an accurate record of the meeting, signed by the Chair and retained by the school.
DECISION	RESOLVED: That the Part One minutes of the meeting held on 29 th November 2023 be accepted as a true and accurate record.

AGENDA ITEM 4	REVIEW OUTSTANDING ACTIONS
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Discussion:	<p>Governors reviewed and updated the action log. The following actions were discussed:</p> <p>From the meeting held 13.06.23 Item 3.7-The clerk would liaise with the Director of Governance at CAT regarding how many governors had completed Prevent training. Some governors had forwarded their certificate to her.</p> <p>From the meeting held 29.11.23 Item 9- AH's monitoring reports had been included in the papers for this meeting. Report from PL outstanding.</p>
DECISION	RESOLVED: The action log had been appropriately updated.

AGENDA ITEM 5	HR/FINANCIAL/BUSINESS PERFORMANCE
	<p>To approve expenditure under the Scheme of Delegation</p> <p>There was no expenditure for approval at this meeting.</p>

AGENDA ITEM 6	EDUCATIONAL PERFORMANCE
Discussion	<p>Report on pupil progress and attainment</p> <p>The document, "LGB Outcome Analysis 2023-24" had been shared via Governor Hub prior to the meeting. The Principal highlighted the following matters:</p> <ul style="list-style-type: none"> • Attainment is good. • Progress in Writing and Maths is good. • GD in Writing at KS1 and KS2 is an area of focus for the school. <p>Q. How often is pupil performance data shared with governors?</p> <p>R. Every term. The focus at this meeting is the school's internal data.</p> <ul style="list-style-type: none"> • A new pupil data analysis system was adopted in September 2023 by the Trust. It uses FFT data which is a large national data base. The progress figures and school rankings are taken from FFT data. The Principal explained that the school's basic target is 50 and the aspirational target is 20. (0 represents the best school performance and 100 is the worst.) • The system is new, and the school is still working on understanding the data and how to interpret it. • All classes, except Year 1 sat NFER tests which mirror the Year 6 SATs tests. Year 1 completed different tests. The results from the tests and teacher assessment grades are entered into the system. • The school employed a supply teacher for three days so that class teachers could be released to attend a two-hour pupil progress meeting with the Principal and Deputy Head. Individual children were discussed in detail at these meetings and next steps identified. These meetings were very valuable. <p>Q. Is this a new approach to holding pupil progress meetings?</p> <p>R. The school has always held such meetings, but this time extended the length of the meeting to allow for deeper, more through discussions.</p> <ul style="list-style-type: none"> • Common themes emerged from the meetings such as homework and these will be addressed. • The percentage of children at EXP in Writing was below in all classes. This was also the case in Maths and Reading but not significantly so.



	<ul style="list-style-type: none"> The school believes that teachers were cautious in their assessments in the Autumn term and that, with Quality First Teaching in place, a significant number of children will be on track to achieve their targets by the summer term 2024. Teachers should be assessing against a prediction of how they predict children will achieve by the summer term 2024, rather than where they are now. The test data in most of the cases was higher than the teacher assessment. The school believes that the level thresholds on the tests need adjusting and will look at this. <p>Q. Are all the tests paper based? R. Yes.</p> <p>Q. Are the other schools in the Trust using the same tests? R. The Trust gave the schools a choice of two or three tests to use. The school chose the NFER tests as they are good preparation for the SATs. For example, the NFER Reading booklet reflects the format of the SATs and helps to build the children's stamina to read longer texts in a test situation. The Principal would speak to the assessment leads in the other schools to ascertain whether they have experienced the same issues.</p> <ul style="list-style-type: none"> Only 26 of the 38 Year 6 children had prior attainment data available. Some had joined from abroad or a different part of the UK or had been educated at home in Year 2. The data shows that every Year Group is significantly below their targets, especially in Writing but the school is not overly concerned at this stage. <p>Q. Is this common at this stage of the academic year? R. Yes. It is due to the issue of predicting what children might achieve in the summer term. The assessments will become more accurate and meaningful throughout the year.</p> <ul style="list-style-type: none"> There is only one set of data on the new FFT system so it cannot be used to analyse progress. The system should store the data so that progress can be shown in future. The school has paid to retain the previous assessment system for one year. Reception are still using the old system and the Trust is developing a document for Early Years to use. <p>Q. Why is there more green on the data for Year 1 than the other classes? R. The Year 1 teacher followed the guidance to predict what the children are likely to achieve in the summer term whereas others were more cautious and reflected on where the children are now.</p> <p>Q. The document states that there are 31 children in Year 1. Is this correct? R. Yes, this is due to a special dispensation.</p> <p>The Chair confirmed that she had met with the Principal to discuss the pupil performance data prior to the LGB meeting.</p> <p>Report on teaching and learning This item was deferred until the February 2024 LGB meeting. It was agreed that the computing subject lead would be invited to present to governors.</p> <p>ACTION Principal to invite the computing lead to present to governors at the February 2024 LGB meeting.</p>
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AGENDA ITEM 7	COMPLIANCE AND SAFEGUARDING
Discussion	<p>Chair's Action There were no actions to report since the last meeting of the LGB.</p> <p>Principal's Action</p>



	<p>There were no actions to report since the last meeting of the LGB.</p> <p>Verbal report on operation of the First Aid Policy The Principal informed governors that the policy is reviewed annually. A significant amount of training for staff had taken place. First Aid incidents at playtime and lunchtime are recorded in a book and a duplicate slip is sent home to parents. The Trust have asked that First Aid incidents are logged on CPOMs to tie in with Safeguarding. This would be a good idea to enable any patterns to be identified but the logistics of how this would be achieved are still under discussion.</p> <p>Q. Will this provide any valuable/useful information? R. It is difficult to say at this stage.</p> <p>Verbal report on complaints No complaints had been received.</p> <p>Update on before and after school club provision The Principal informed governors that the numbers of pupils using the provision are good. The school meets regularly with the owners of the provision. It was proposed that the school should increase the charges to the company for use during school holiday and they were happy with this.</p> <p>Q. Is the provision inspected by Ofsted? R. Yes, this happens separately to the school inspection.</p> <p>Evaluation of pupil survey The results of the pupil survey had been shared prior to the meeting on Governor Hub. The school was pleased with the outcomes. The previous survey had shown that pupils did not always feel challenged, and the school had focussed on this, and more children now reported feeling challenged in lessons. 70% of the children said they enjoyed school all the time. Behaviour results had improved since the previous survey.</p> <p>Q. Did all the children complete the survey? R. Year 1 upwards completed the survey. It was read to the children where appropriate.</p> <p>Website compliance document This had been shared prior to the meeting on Governor Hub. The Principal reported that the school is fully compliant with the requirements.</p> <p>Q. Do parents access the website? R. Some do and it is there as a reference point when required. Class pages are updated. The website was used for parents evening bookings, and this had been very successful.</p>
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AGENDA ITEM 8	GOVERNANCE AND RISK
Discussion	<p>Governor Training Governors were reminded of the courses previously recommended by SC and LS and how to update their training record on Governor Hub.</p> <p>Governor Visit Reports The Chair thanked AH for her governor monitoring visit reports which had been uploaded to Governor Hub prior to the meeting. AH explained that this was her third visit to the school to look at English and Maths.</p> <p>Declarations of Interest</p>



	<p>Governors were reminded to update/re-confirm their declarations of interest after each meeting.</p> <p>Membership</p> <ul style="list-style-type: none"> • Governors noted that no terms of office are due to expire before the next meeting. • Lauren Smith announced her intention to resign as staff governor with effect from the end of this meeting, 11.01.24. • The school would ask for expressions of interest from staff to fill the staff governor vacancy and from parents to fill up to two vacancies. • A potential candidate had been identified for the co-opted governor vacancy.
ACTION	Principal to seek expressions of interest in the staff governor vacancy and the two parent governor vacancies.

AGENDA ITEM 10	ANY OTHER BUSINESS
Discussion:	<p>Cheshire East budget consultation</p> <p>Governors noted that the Cheshire East budget consultation is open until 28th January 2024 and by March 2024 Cheshire East Council is legally required to set out an income and spending plan for 2024 to 2025, and this plan must balance.</p> <p>Q. What impact is this likely to have on schools?</p> <p>R. One of the main impacts will be on the lack of funding available for SEND. It is likely that schools will have more children with SEND but less resources available to meet needs.</p> <p>Hire of swimming pool</p> <p>The school is considering hiring a swimming pool which will be erected on the school grounds. A lifeguard and swimming teacher are included as part of the package and the pool would be on site for 2-3 weeks in September 2024. The main drawback is that the pool is only 10m in length, but it will provide intensive support for those children who are unable to swim.</p>

AGENDA ITEM 11	DATE AND TIME OF NEXT MEETINGS
Discussion:	<p>The dates of the LGB meetings for 2023-24 were confirmed as:</p> <p>Spring</p> <p>Wednesday 14th February 2024 Tuesday 26th March 2024</p> <p>Summer</p> <p>Thursday 2nd May 2024 Thursday 13th June 2024 Thursday 11th July 2024</p> <p>All meetings to take place in school at 5:00 pm.</p>

SJ and LS left the meeting.
The meeting moved to the Part Two agenda.

Signed: Budget Wall
Dated: 14.2.24