

These minutes are a true and complete record of the meeting. Signed: _____ Date: _____
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## **Our Lady of the Angels Catholic Primary School**

### **Minutes of the Local Governing Body Meeting Tuesday 5th February 2019 at 6 p.m.**

The following governors met on the above date:

Angie Baldwin	Foundation Governor & Chair
Amelia Harding	Headteacher
Lisa Southwell	Foundation Governor
Rachel Nolan	Foundation Governor
Adam Krasnopolski	Foundation Governor
Jacqui Evans	Staff Governor
Marie Box	Parent Governor
Andrew Hall	Parent Governor
Neil Wilson	Community Governor
Stephen Corline	Community Governor
Kelly Tozer	Clerk to Governors

Saffy Griggs, Assistant Head Teacher, attended the meeting.

#### **1. Welcome prayer**

AB led the meeting in prayer.

#### **2. Apologies for absence**

Lucy Bettsworth-Venter

Peter Falkner

Fr John Smethurst

sent their apologies, sanctioned by the meeting.

#### **3. Correspondence since last meeting**

Please see Google Drive Correspondence folder.

#### **Procedural matters**

#### **4. Declaration of Business Interests**

No changes were declared.

#### **5. Review & approve minutes of the previous meeting**

The minutes were approved unanimously & signed.

## 6. Chairs action

- AB still awaiting instruction from CAST about if she can extend her appointment as Chair. Not heard back yet, but has been chasing them

## 7. Maths, Literacy and SEND evaluation

SG gave a presentation to show the governors the milestones which had been set to improve attainment across reading, writing and maths. What had been put in place to achieve this through teaching and resources.

How as a school they have tried to engage parents to workshops but had a disappointing turn out with only 7 parents attending

Q. AB – how were parents contacted?

SG – every way possible

Q.NW – What time was the meeting

SG – 2.30 to 5.30pm

Q. NW – do you think this could be because of working hours?

SG – Did a similar thing at previous school and had a much higher turnout, so no I don't think so.

Q.LS- do you think it could be a confidence issue with parents not knowing how to do maths?

AH-possibly

SG- trying again in summer term.

SG discussed years 1 – 6 now getting maths homework in Doodle. Using leader boards and reward charts. ICT facilities are available for children who don't have access to this equipment at home. Teachers are using purple pens to add comments to work books so children know what they need to improve on and show where conferencing has taken place.

Q. NW –from an OFSTED point of view how do they know this is going on? They can see it in the book but how do they know this has been relayed to the child?

SG – VF for verbal feedback is written in the books so it is clear the child has been spoken to regarding the comments.

Q.NW – How do you know the child has understood?

AH- you see it in their work.

AH discussed literature and how the teachers are expected to hit targets and use good practise. Discussed how the writing needs to be consistent across all subjects in order to obtain a good OFSTED report. Years 1-6 getting homework in the form of spellings.

Q.AHall- what would the situation be if an SEN child's EHCP recommended an electronic learning aid but it's not provided by CAST due to their strategic planning?

AH- it's not good enough, as we know we could do better if we had the ICT equipment needed.

Q AHall- would it then be helpful for a parent with an SEN child in this position to write to CAST to tell them the situation.

AH – please do if you wish, it's very frustrating, however I'm not waiting for CAST to come back to me so I'm applying for lottery funding to pay for what we need and am waiting on a decision.

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## 8. Data

AH gave all governors a spreadsheet on new data collated with updated results on maths, reading, writing and phonics which teachers have adjusted from last meeting showing predicted results across all year groups.

Q.SC – how are you measuring the progress

AH – using the spreadsheet on children's expected progress as a guide and using the same children throughout the years so the figure isn't skewed.

Q.NW – yr 6 seems to have made good progress in just one term, do you think the school as a whole could learn from that.

AH – No not really the school as a whole has made progress, plus Yr 6 is a small class size compared to the other years.

AH –In the performance table that was produced the school scored the best in progress in our area.

Q.AK – now OFSTED have taken a back seat and you're not getting regular visits and inspections, how are you going to maintain momentum to keep going forward in progress.

AH- the school improvement plan was to see us through for the next 2 years so we will use that. However it will need to be constantly updated and monitored. Plus I have experience from my previous school being part of the leadership team getting the school from special measures to good. Plus we will be part of the cluster of CAST schools getting visits every 3 weeks offering staff training and support.

Q.AK-I hear the music department is doing well?

AH- It's doing really well! We would like our school to be a school of excellence for music. We have the children using a variety of different instruments using notation.

Q.LS- you have your second supply teacher in the EYFS, do you expect the children to be able to catch up?

AH- Not yet but eventually. I think things could have been worse but we have managed it where we had one teacher for the whole of autumn term and another teacher from January to July, and they are being supported.

Q.LS- with the Science lead off sick, how are you keeping up with that subject?

SG-I have taken over some classes and AH has gone through the books and they have rearranged the curriculum slightly in her absence. Hoping she'll be back after half term.

Q.RN-in term 2 TA get a chance to reflect on their practice are they being supported in that?

AH- yes they are, they have weekly sessions but not sure how it's measured, we are seeing better practice throughout the school.

Q. RN- how are we doing with crowd funding for books

AH – not very well, but does need to be done.

AH then spoke about attendance how there are 30 out of 170 who are persistently absent. This was discussed and 5 children in reception, Year 1 have 8 children persistently absent. Year 2 have 4 persistently absent, year 3 have 2 children, year 4 have 3 children, year 5 have 4 children and year 6 have 3 children persistently absent.

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The reason for all the absences was explained and the action which had been or was about to be taken.

Q.AHall- Do OFSTED use absences as a marker?

AH – yes

AHall- Can the school defend the schools position?

AH – Yes definitely and I would have medical letters ect..

AH to set up a group on SIMS to show high medical need children for OFSTED

Would like to offer more support to parents before it goes to children services but don't have the funding but definitely have the need.

MB works for Surestart and works with children up to the age of 12 for free.

Introduced Breakfast club to get children in on time for high need children, gates open from 8.30am for all students, need to be in to school by 8.50am.

## **9. Committee link reports**

Moved to next meeting

## **10. Reports from governor monitoring visits**

None due to take place

## **11. Governors development**

RN – Will be e-mailing everyone regarding safeguarding training and when it was attended.

## **12. Policy review**

See google drive

## **13. Any other business**

NA – asked if the school alarm was going off a lot over the weekend as she had received complaints from residence?

AH wasn't aware of this and would look into it.

RN- The school are going for the Carnegie Centre of Excellence silver award for mental health support in school, and is about supporting the children and staff in their well being and mental health

## **Summary of actions agreed**

Agenda item no	Action	Lead	Date to complete / report

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8	to set up SIMS group for children with health problems	AH	

**All papers from this meeting are on the Google Drive at  
Governors/LGB/18-18 LGB meetings/**

**Date of the next meeting:**

**26<sup>th</sup> March Tuesday 2019 at 6 pm**

“You are like Light for the World” (Matt. 5. v. 14)

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