

Heacham Junior, Heacham Infants, Snettisham Primary Schools
Local Governing Bodies Meeting LGB4
Wednesday, 22 March 2023 at 5 pm

Present Louise Jackson, Emma Hunt (EH), Barbara Herring, Emma Hall (EHL), Vicky Proctor, Kate Watson,
Apologies Paul Bland, Amanda Gibbins, Alic Taylor (IT Issues)
Clerk Nicki Gay

Minutes of Previous Meeting

Agreed.

Matters Arising

KW - What are you completing with regards to reintegration?
 LJ - Meeting with the inclusion team, forwarded webinars, buying in SMEH support package, working with reintegration plans and models, brain breaks, structures and timetables. Making sure that the contents for avoidance is acknowledged. We also use farm school and remote schooling were necessary.
 BH - Is there a particular trigger that impacts the pupils?
 LJ - Relationships seem to have the biggest effect.
 VP - I am aware that this school never closed on strike days, did any other school close? Ours did and this has impacted our learners who suffered during lockdown.
 LJ - SEND team are aware of the post pandemic effects of the learners etc but we did not close any of the schools through strike action.

Further Actions

Double check removal of Gavin Battersbee from GIAS - NG completed

Training for Safer Recruitment - check whether the Trust has a refresher course or a new starter course - Hayley Roberts.

Agenda Item	Actions
<p>1. Absence</p> <p>Paul Bland, Amada Gibbins and Alic Taylor all provided apologies for this meeting.</p>	
<p>2. Notification of any other urgent business</p> <p>Nothing to raise.</p>	
<p>3. Pecuniary and other interests</p> <p>Nothing to raise.</p>	
<p>4. Governing body membership</p> <p>Just wanted to take this opportunity firstly to thank Kirsty Kerr for her time and support in co-chairing governors and wish her every success. I am happy to Chair alone, but should anyone wish to co-chair please confirm. LJ thanked for her support.</p>	

<p>With regard to numbers, the Chair feels the board is at a good level. Looking at an additional parent governor as previously discussed.</p> <p>Further to Kirsty resigning from governors, her role of SEND is now available. Offered to Emma Hall who does not have a role at present. EHL confirmed that as she was new the post would like to become more familiar in the first instance. VP offered to share the role and responsibility with her. LJ suggested if they both read through the policies and PowerPoints first, we can discuss at the next meeting whether it is something that they would be interested in undertaking.</p>	<p>ACTION: LJ to chase.</p> <p>ACTION: EHL and VP to read SEND policies etc.</p>
<p>5. Headteachers report</p> <p>A document was circulated prior to the meeting.</p> <p>BH - just a point of clarity on attendance data, is this a comparison year or year for Y6??</p> <p>LJ - Yes this is Y6 as a group, different students.</p> <p>KW - Regarding the suspensions, is this figure one child or lots of children?</p> <p>LJ - repeat offenders.</p> <p>EHL - What is farm school?</p> <p>LJ - Snettisham Farm Park is a nearby farm, they offer support for the school where children get to feed the lambs, learn rural and agricultural aspects and help with confidence etc.</p> <p>VP - They support a lot of schools and are extremely beneficial.</p> <p>LJ - When we have apprenticeship day we will have to see whether we can get them in to speak, just a thought.</p> <p>EH - Further to the performance section's aspirational targets, we would like to build on this but maintain if possible. We made progress on the papers and we are positive about the projected outcomes. We do not know how they will cope on the day though. Lots of targeted interventions, looking at areas where we believe they may not achieve, one to ones, tutoring after school, sending papers home to parents with homework plans for Easter etc.</p> <p>VP - With the Ofsted planned visit, where do you feel we are at?</p> <p>LJ - Our reading is a strength, we are coaching staff to make phonic work more secure. Progress in maths is improving also with outcome data higher. There are some great learning behaviours and attitudes at Juniors. The capacity for middle leadership has not been as robust as other schools so we have to build on this.</p> <p>VP -Do you still have Trust lead working across all schools?</p> <p>LJ - Yes, we do have this and it works great. ECT's will assist with sustaining and moving forward. Maths is lower between infants and juniors but we believe that the progress will be better this year.</p> <p>KW - The SEND attendance figures at Snettisham do not look great, is there a reason for this?</p> <p>LJ - This is due to my school avoidance learner, when you remove her from the stats this improves the figures, I have highlighted this in the report also. We are looking into this and working towards a resolution. Unfortunately, when you have pupils on avoidance, reduced timetable etc this has an impact on your attendance figures.</p> <p>KW - If students are working from home does this still impact attendance?</p> <p>LJ - Yes, we do not register even though we are providing work and supporting them, therefore creating an impact on stats.</p>	<p>ACTION: LJ to raise regarding all documents to have page numbers.</p>

<p>BH - How have suspension improvements been achieved, particularly at Snettisham? LJ - Learning walks, deep dives, CPD and working extremely hard. VP - I just wanted to say thank you, the responses from parents at parents evening were very positive. BH - Just want to raise that all documents should have page numbers in future to assist with discussions. LJ - Will raise.</p>	
<p>6. Safeguarding Report</p> <p>EH provided a verbal report. Completed a Trust review with other safeguarding leads, good to reflect with others students. Further CPD this term, covering fostering and disabilities etc. Inductions with new staff continues as always, support provided. Met with the Chair to complete SNR. Trying to streamline our systems across all three schools.</p> <p>No questions raised.</p>	
<p>7. SEND Review</p> <p>Agreed to move this agenda item to the next meeting. Will have as first agenda item to allow Teresa Menday to attend.</p> <p>LJ - Explained changes to funding announced by DfE and Norfolk County Council with a view to having them in place by 2025. Looks positive for the future.</p>	<p>ACTION: Move to LGB5 meeting, first item on agenda.</p>
<p>8. Spring Data Review</p> <p>BH - Note no report has been received on Governorhub. LJ - Apologies, we are in the process of collating this at present and will forward for the next agenda.</p> <p>EH - Provided a brief overview of some combined measures that they have so far. Figures are looking to be above last year, small improvements required. We are looking to drive these to improve in readiness for May to gain hopefully a better percentage. LJ - KS1 may be moderated as a couple of our schools are due moderation imminently. Some of our data has been impacted due to the high levels of SEN learners, but this has improved on last year, we will monitor and support where necessary. VP - Are you starting to plan for the Y5 Snettisham cohort? LJ - I have plans in place and supported greatly by EH and BW. We will provide a report at the next meeting. BH - Where do you get aspiration targets from? Is this something that you set? LJ - We look at prior attainment during teacher assessments etc to ensure we have targets to work towards. We are targeted at National and above.</p>	<p>ACTION: Move to LGB5 meeting agenda.</p>
<p>9. Pupil Premium Review</p> <p>EH provided an overview of what has been happening.</p>	

<p>Completing the “Brilliant Club” taking 28 students to Peter House to attend a launch event and then starting tutor events in school. Great to see how interested the children get and what they learn.</p> <p>KW - I feel that the timing is great, just before they go into High School.</p> <p>EH - We have a lot of our PP pupils involved in this along with booster sessions running, farm school etc so lots of intervention. Provided stats for combined reading, writing and maths for PP pupils and what support is given to assist with obtaining better grades.</p> <p>LJ - When we completed the deep dive, they felt that they were missing lessons but wanted the intervention more. Great that they have that level of awareness.</p> <p>KW - I believe when they get to Y5 and Y6 they recognise the effort and attention placed with them to achieve, you see their attitudes change to wanting to succeed which is lovely.</p>	
<p>10. SEF Reports</p> <p>Talked about CPD, deep discussions etc. Looking at the reading board example PEE (point, evidence and explain) we have talked about deepening their thoughts and explanation content.</p> <p>EHL - I see that the “Brilliant Club” is mentioned on Snettisham’s report but not the other two, I think it's a positive item and should be addressed on all schools’ reports.</p> <p>VP - Regarding your CPD is BW looking at some of this with you?</p> <p>LJ - She has not yet but will speak to her. Discussions around Oracy, toolkit and pushing deeper to ensure delivery in role play, modern languages etc. Assistant Head delivering next term.</p>	
<p>11. Governor monitoring and training</p> <p>EHL has completed English and maths deep dives. Ran out of time therefore I have not written up the report as yet. Pupils I spoke to expressed their love for maths, did not want to change anything there all thought they were very good at it and their books definitely reflected this. Very positive visit.</p> <p>EH - It was a very ambitious visit with learning walks too.</p> <p>LJ - What is lovely is all the same strategies are the same across the schools, believe this is powerful.</p> <p>EHL - Pupils were disappointed to be missing assembly, it was lovely to hear that they wanted to participate in this also.</p> <p>KW - I really want to fit one in, looking to get this booked in asap.</p> <p>BH - I have suggested some dates, if you could have a look at them and see what works best for you.</p> <p>LK - After the Easter holidays.</p> <p>BH - Yes agreed after Easter.</p>	<p>ACTION: KW/BH to organise some dates to carry out monitoring.</p>
<p>12. Risk Register</p>	<p>ACTION: LJ to complete before the last LGB meeting.</p>

<p>BH - Great that we have one for each school, made a couple of amendments during our meeting a couple of weeks ago. Reviewed all three schools separately. Any questions?</p> <p>LJ - Talked about the survey and some of the schools do not represent where we believe the schools are at in comparison so feel that we will send out again and see whether we get a better idea. Before “move up and stay up” at the end of June.</p> <p>BH - Felt that there is an awful lot of green on these reports and feels like everything is under control, no concerns. Also, if anyone else would like to get involved with the risk registers please feel free to join us.</p>	
<p>13. Current focus</p> <p>LJ - Been working on presentation, particularly KS, younger pupils, SEND. Talking and modelling how to use a ruler to draw a line, holding a pen to write better, writing numbers in squares etc. Will continue to be our focus.</p> <p>KW - preparing them for the outside world, great response from all children with all learners getting involved across the whole school.</p> <p>BH - Impressed that Ash Class are doing life skills from making a cup of tea, wrapping a present, putting on a pillow case etc, very practical stuff.</p> <p>LJ - We have built life skills into our curriculum and we will be embedding more next year.</p> <p>VP - We liked making a Mediterranean meal, liked cutting up peppers etc not seeing it myself.</p> <p>LJ - Will check up on this.</p> <p>BH - Like that this is present, like the budget element too but resisted on time to have too much variety.</p>	<p>ACTION: Add SEF review to LGB3 agenda.</p>
<p>Any Other Business</p> <p>No other business.</p>	
<p>Date of Next Meeting – Wednesday, 17 May 2023 at 5 pm at Heacham Infants School</p> <p>Meeting closed at 18.30</p>	