



Cromwell Community College
Earith Primary School
Kingsfield Primary School
 Local Governing Body Meeting
Wednesday 25th September 2019

MINUTES

Present: Mrs C. Corby-Judge Ms C. Foster
 Mr D. Hilton Mrs J. Horn
 Mrs K. Jarvis (clerk) Mr T. Jones (Chair)
 Mrs J. Llewelin Mrs S. Pritchard
 Mr I. Whitlam

Item	Notes	Action
1.	<u>Welcome & Apologies</u> Mr Jones welcomed all present. Apologies for absence had been received prior to the meeting from Mr Hanley.	
2.	<u>Declaration of Interests</u> All members were asked to complete the annual declaration of pecuniary interests and confirmation of Safeguarding update.	
3.	<u>Election of Vice Chair</u> Mrs Jarvis explained that there is an annual requirement to elect a vice-chair for the LGB however, as Mrs Foster was only appointed in July 2019, only confirmation of the appointment was needed at this time. All agreed that the appointment should continue.	
4.	<u>Trust Business</u> Mr David Hilton, Director of School Improvement for the Active Learning Trust, gave an informative update on the position of the Trust, changes in central team staffing and future plans. He gave governors an overview of the revised Ofsted Framework and a governor role in this. He finished his presentation by talking about the Trust CPD pathway and asked governors to consider how best ALT can support governor training going forward.	

	<p>A governor asked if the ALT CPD programmes were compulsory. Mr Hilton explained that the NQT course was expected, but others were with the agreement of headteachers, candidates and after having considered suitability.</p> <p>Mr Hilton left the meeting at this point.</p>	
5.	<p><u>Governor Links</u> Governor links for the coming academic year were discussed and agreed as per the list circulated prior to the meeting. Mr Jones agreed to temporary take on the Website link.</p>	
6.	<p><u>Minutes of the Last Meeting & Matters Arising (17.07.19)</u> The minutes of the meeting held on 17th July were confirmed as a true record, with one spelling correction needed.</p> <p>Matters Arising: Mrs Pritchard reported that a parent governor election was underway at Kingsfield.</p>	
7.	<p><u>Headteacher Reports</u> Mrs Horn and Mrs Pritchard gave verbal reports for each of the schools. Points highlighted included:</p> <p>CROMWELL</p> <ul style="list-style-type: none"> • Planning permission has finally been granted for the building work on the primary phase to go ahead, but the building will not be completed in time for September 2020. Mobile classrooms will be required for the first term. The head of phase leader appointed is involved in the building project, has initiated contact with local nurseries and started work on the curriculum, ethos & vision and uniform. She is also teaching some Year 7 lessons. • Mrs Horn gave a detailed account of the GCSE results, which have shown an improvement from last year of -0.04, although these are still in the process of being verified. Progress 8 scores are overall 0 – which is an improvement on last year (-0.11). This is an overall improvement of 0.1, giving the school a strong base to move forward. • Effort and support in English has paid off as the attainment results are the best achieved under the new system (score of 0). • Maths scores are as expected • Students who generate pupil premium have performed better than the national average, which shows that the gap is being closed. • Last year’s students achieved 3 Grade 9s – this year there are 41 Grade 9s. • A level results are expected to be judged as above national average. <p>A governor asked why the English exam Board had been changed to AQA. Mrs Horn explained that the old Board content was not as accessible for middle and lower abilities. AQA fits in better with PiXL. She added that AQA is a more widely used exam board which could increase opportunities for moderation and cross-school support.</p>	

A governor asked if any changes have been made the Humanities department this year.

Mrs Horn informed governors that new staff have been employed and interventions are taking place. Exam answering skills are being

A governor asked for an explanation of the Post 16 progress scores.

Mrs Horn explained these in more detail.

A governor asked where pupils for the primary phase are expected to come from.

Mrs Horn explained that the new Phase Leader is visiting local nursery schools, but being careful not to encroach on current arrangements. Demographic data from the LA suggest that there will be a need for additional school places in Chatteris in the coming years.

EARITH

- A TA, who was due to run the Nurture group, resigned over the summer, which has meant a delay in opening this provision.
- The Budget is balanced.
- Joy Parke has initiated phonics support.
- Pupils have access to new maths resources.

A governor asked how the new class structure is working.

Mrs Prichard reported that initial assessment is positive, and Mr Abbs is able to work on whole-school matters due to a reduction in his teaching timetable.

KINGSFIELD

- Term has started positively, with a positive response to an advert for an Inclusion Lead post.
- There have been some exclusions, but these have been positive and made a real difference.
- Thank you to ALT for funding the internal door changes – these have had a huge impact on behaviour.
- The Kingsfield Kites room has been redefined as the Nurture Room and is working well.
- Funding from the Opportunities Area group has been used to buy a screening package for speech and language.
- Kingsfield hope to train a member of staff to become an ELSA (emotional support)
- School is fully staffed, with maths and English being taught consistently in some year groups.
- A school Self Evaluation is in the process of being produced and will be available to governors in the future.
- Nurture UK are providing staff training entitled ‘Day in the Life of Nurture’, which will eventually dovetail with STEPS. Expectations are high with all staff expected to be aware of the core principles.

	<p>A governor asked how long pupils access the Nurture intervention. Mrs Pritchard explained that it is expected that a child will access the programme for two terms, but for some it may be longer. Each child is assessed individually.</p> <p>A governor asked why one teacher is taking all the maths lessons, and one teacher taking all the English lessons in Year 6. Mrs Pritchard explained that this is to ensure children have subject specialists, strengthen subject knowledge and prepares pupils for secondary education.</p> <p>Mrs Horn and Mrs Pritchard were thanked for their reports</p>	
8.	<p><u>Governor Visits</u></p> <p>Mr Jones took governors through the proposed schedule for governor visits to schools. Areas were allocated for the Autumn term, and it was agreed this will be organised on a term by term basis, according to need. Governors will need to arrange visits with heads. Once visits are completed, reports should be sent to the head of department for agreement, then to the headteacher. Once content has been reviewed by the headteacher, the reports should go to Mr Jones and Mrs Jarvis.</p> <p>It was noted that one correction is needed for a visit carried out by a governor in the summer term.</p> <p>Mrs Pritchard requested that a pupil premium visit be carried out soon. Mr Jones will arrange this.</p>	
9.	<p><u>Governor Training</u></p> <p>Mr Jones presented a schedule of governor training sessions on offer by the local authority, highlighting the courses that he felt would be of benefit. Governors reported that they had booked on some courses, and were asked to log attendance with Mrs Jarvis so that a log of training covered could be kept. This will be monitored each meeting.</p>	
10.	<p><u>Policies</u></p> <p>Governors were asked to approve Safeguarding Policies for all schools. This was agreed.</p>	
11.	<p><u>School Development Plans and Ofsted Action Plans</u></p> <p>Updated SDPs will be circulated by headteachers when completed. Ofsted APs will be made available when required.</p>	
12.	<p><u>Safeguarding</u></p> <p>See Item 2.</p>	
13.	<p><u>Any Other Urgent Business</u></p> <p>None to report</p>	

14.	<p><u>Date of Next Meeting</u></p> <p>The meeting schedule that was distributed prior to the meeting was agreed. Dates are:</p> <p>25th September 2019 at Cromwell 4th December 2019 at Kingsfield 12th February 2020 at Earith 29th April 2020 at Cromwell 15th July 2020 at Kingsfield.</p>	
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