



10/07/2021

Minutes

Local Governing Board; St Stephens Community Academy Thursday 1ST July 2021 5pm start remotely via Zoom

All participants had audio and video.

1. Welcome and Apologies

Present: Ann Nicholson (Chair), Peter Jones, Kathy Walsh, Sue Tierney, Joan Heaton, Lesley Volz, Maura Furber (Head)

Apologies: Robyn Iveson-Mills

In Attendance: Toni Martin (Governance Officer)

2. Chair & Resignations

After many years serving as a governor, it was noted that PJ was resigning at the end of the meeting (1st July 2021).

After many years as a governor and the Chair, AN will be resigning down on 16th July. Joan Heaton will be taking over as Chair and governors voted in favour of this.

3. Declarations of Interest Relevant to this Agenda

None declared.

4. Confirm Minutes of LGB Spring Meeting (18th March 2021) and Matters Arising (TM)

- Discuss draft improvement plan for 2021-2022 at the summer meeting (MF) *See item 7*
- Pre-school update at summer meeting (MF) *See item 12*
- Monitoring for summer term prior to next meeting: *see item 10*

Decision made to accept minutes as true and accurate record of meeting.

5. Head Teacher's Report / Current Situation Update

MF has updated the Head Teacher report and provided to governors. MF answered a query on Nuffield English Language Institute (NELI) and explained how the provision is being used, and the benefits to the children. MF was thanked for her report and the detail in it, and the fact that it makes very clear what the latest information is and the changes that have taken place. It was noted that the number of free school meals has increased considerably over the lockdowns.

6. Recovery & Data

Updated recovery schedule has been sent to governors. Data as at today is looking very promising and pleasing considering the impact of the pandemic on school closure and remote teaching. Considering the gaps that were present after lockdown, the children have made very good progress. It was noted that the school is proud to have the ARB attached to the school, but their data is included with the school data, so the data is not always a direct comparison with national figures. **The Chair queried some of the figures and sought clarification.** MF also clarified the mobility in certain cohorts, and what the progress has been with the children that

were in attendance straight after lockdown. A governor clarified the attainment figures. **How has lockdown impacted on Year 1 writing?** MF confirmed that children's writing coherence was difficult, spelling and punctuation was hard to teach in context, and their stamina in writing was not there on their return. It was difficult to measure writing in lockdown as it was hard to know how independent the writing was and how much help a child had from parents. **What about things like letter formation for the younger ones?** MF explained how things like this have been supported and how the teaching is reverting back to non-cursive due to government direction from September, in EYFS. MF noted that Ofsted have released new inspection criteria and an inspection may be longer than anticipated- we will be on alert until 2026.

7. Improvement Plan

Following improvement officer visits, moderation and data collection, the likely improvement priorities for next academic year are listed below. MF explained some detail on each one:

Priority 1 – Attainment and progress in writing (cohesion and spelling) and maths (multiplication and division and fractions)

Priority 2 – Implementation of EYFS framework. The key changes were noted.

Priority 3 – Vision and Culture. Develop trauma informed schools culture in the school to help with mental health and well-being. Link to outside Wild Tribe focus.

Priority 4 – Safeguarding including behaviour, attendance and how visible learning makes an impact. This includes TIS practitioners and the mental health nurse support.

Priority 5 – Continue to build broad and balanced curriculum- put into practice all the plans linked to our Capability Curriculum.. This will enable middle leader development.

8. Safeguarding

Annual S157 submitted and response received back. Very positive, one area for development is looking at the safeguarding governor role during a lockdown situation and how this is integrated into the school safeguarding measures. This will be looked at when confirming role descriptions for lead governors. Governors discussed the safeguarding issues that are prominent at the moment including gangs, online peer pressure, sexualised behaviour.

ST will now be the safeguarding governor. ST met with MF and Claire Paul, the Trust Child Protection Officer, to be briefed on the current situation with safeguarding, and reviewed the SCR. **The utility of 'My Concern' was queried?** MF explained the benefits of it.

9. Staff and Pupil Welfare

Mental Health nurse now visits the school one day a week that is proving a valuable resource for vulnerable children. TIS practitioners are also used. Transition arrangements for Year 6 were discussed.

KW discussed the welfare of the staff. The impact of Covid and lockdown on children has been substantial. The staff and school leadership are exposed to lots of this impact in addition to the relentless work needed to achieve the recovery in the children's progress. LV noted that from a parent's point of view, the staff have been absolutely amazing and nothing has been too much trouble. PJ noted from his visit that the staff are clearly under pressure and are finding it difficult, but it is clear that they are being very professional, completely selfless and provide a very safe environment for the children to thrive and learn. Governors believe there are too many external pressures on the staff and that the Trust needs to be reminded how busy the staff are in school. In particular, small changes made to school processes often have a huge impact and this is not considered. The governors discussed the tendency for some parents to get

aggressive with staff or the Head Teacher, how this is unacceptable and the measures in place to protect staff.

The Chair and governors noted that the staff at SSCA are incredible and have worked tirelessly, and wish them a restful summer break.

10. Governor Monitoring

Governor monitoring has taken place:

- AN & ST – SCR and hand over safeguarding, meet with Trust Child Protection Officer. *See item 8.*
- JH – talk with MF about recovery schedule, data and PPG during second half of term (AN in attendance as part of Chair handover) – *complete.*
- LV – curriculum monitoring focussed on maths. *Planned for 13th July Now completed..*
- LV – SEND monitoring/familiarisation. *Planned for 13th July. To be booked in autumn term.*
- ST – assess PE funding impact with MF. *Complete. Good news that PE funding will be available again next year.*

The Chair noted her meeting with the Trust CEO where they discussed standards (Yr 1 and 5 priority, results compared to previous years and national, catch up funding use), the recovery schedule (predictions, improvement plan, new format), funding and budgets, premises improvement work, cyber security, school and trust risk register (finance, cyber-security, achievement of outcomes), staffing, transition for year 6 and better communication of this next year.

Agree monitoring and working group for next term:

Working group to discuss data from 1st July, improvement, SEF, top 3 risks and PPG (JH, LV, RI-M, ST)

Monitoring visits:

SEND (LV) – carried forward, booked in

Maths (LV) – carried forward, booked in

Meet with AN to discuss safeguarding in July (ST)

Safeguarding visit Autumn term (ST)

11. SEND

SEND policy and local offer will be reviewed and published on the website in September.

SENDCO has reviewed all needs and EHCPs. MF noted some of the issues with SEND that have had to be addressed due to lockdowns.

12. Pre-School Update

MF gave an update on the pre-school to governors, including the managing of the pre-school and staffing. The manager of Launceston pre-school will attend SSCA pre-school one day a week to mentor the pre-school manager. A governor noted that the Launceston pre-school manager is excellent and will be an asset in support of SSCA pre-school.

MF noted that the pre-school is recruiting for an apprentice to work and train in early years in the pre-school.

13. Governor Recruitment, Mentoring & Training

TM noted the new Chair & Vice-Chair role descriptions and they are slightly different roles with the Vice focussing on other aspects such as governor mentoring, assisting with recruiting and the like. TM also noted the forthcoming role specifications for lead governors within the trust context.

R I-M completed a governor course on 17th June 2021.

The LGB will have 2 co-opted and 2 parent governors. Ken Potter is still keen to be a co-opted governor and plan is for him to meet JH/MF at end of Sep and then be invited to next meeting.

14. Any Other Business

It was requested that a Messy Church is planned for 3rd Tuesday of the month in July is notified to the parents.

Work on heating system is going well. Lottery funding was successful for some outside work. The school has been successful with a CIF bid for the school fire protection work valued at around £570K.

MF thanked from the bottom of her heart Ann Nicholson (who will be stepping down on 16th July) and Peter Jones for their service as governors. They have been exceptional governors for so long and have been so incredibly supportive both professionally in their roles and personally to all the staff. They were invited to the Leavers Service outside (subject to restrictions).

15. DONM

Next meeting is Tuesday 23rd November 2021 at 5.30pm. Provisional date for spring term is Tuesday 22nd March 2022 and for summer term is Tuesday 28th June 2022 both at 5.30pm.

Meeting closed at 6.50pm

TJH Martin
ADMAT Governance Officer

Distribution List:

A. Nicholson – Co-opted Governor (Chair) K. Walsh – Staff Governor S. Tierney – Co-opted Governor J. Heaton – Co-opted Governor (Chair designate) L. Volz – Parent Governor	R. Iveson-Mills – Parent Governor M. Furber – Head Teacher W. Hermon – Executive Head/CEO G. Barriball – Chair of the Board
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