

**Didsbury CofE Primary School
Local Governing Body Meeting
Tuesday 3rd May 2022 7.30pm
Minutes**

Present:

Catriona Arundale	Foundation Governor
Simon Ball	Head of School
Abbie East	Foundation Governor (remotely)
Paul Good	Chair (MDBE)
Augustine Ihm	Foundation Governor
John Janulewski	Foundation Governor (remotely)
Joyce Thom	Foundation Governor (remotely)
Matt Whitehead	Executive Headteacher

Apologies

Kate Catling	Parent Governor
Matthew Lee	Foundation Governor
Emma Hooson	Staff Governor
Philip Robinson	Parent Governor

In attendance

Kathy Crotty	Clerk
Ruth Whittaker	KS2 Lead and Science Lead

Any text in red bold italics represents a Governor question (Q); challenge (C); Governor and/or clerk support (S). Black bold upright represents decisions and actions.

1. Welcome, Introductions & Opening Prayer

Governors were welcomed to the meeting by Paul Good. Augustine Ihm led the opening prayer.

2. Apologies for Absence

Apologies were received and accepted from Kate Catlin, Matthew Lee, Emma Hoosen, and Phillip Robinson.

3. Declarations of Non/Pecuniary Interest

- Catriona Arundale; Phillip Robinson, Kate Catling, Abbie East, and Matt Lee, all have children in the school. Paul Good has one grandchild in the school and John Janulewski has two grandchildren in the school.
- There are no other declarations other than those listed on the school website

4. Presentation on Science - Ruth Whittaker

Science is a strength in this school and is a core subject with a robust curriculum. Five types of inquiry are now embedded. The presentation focused on the impact towards SIP (school improvement plan) priorities. In science, staff planning is good, and a science star is awarded each week for outstanding science work. Spiral curriculum evidence is collected, and examples were shared from nursery to older year groups. Knowledge is developed alongside skills; the school follows the national curriculum and adapts the order. Scientific inquiry develops from EYFS to Yr6.

The school will continue to promote science, in the summer term. Each class will display some of their science inquiries. The children also learn about famous scientists. The children visit the local environment as part of their science learning. Science gives opportunities to embed maths skills such as graphs. Book scrutiny indicates there is a wide range of opportunities for children to enjoy different types of learning. There is a range of objectives covered and the children enjoy this subject. The staff in this school are skilled at teaching science.

Some of the children's workbooks were shared with Governors present. A selection from different year groups were shared and the quality of the work at each level was excellent. The evidence in the children's books includes photographs of their practical learning.

C: Governors noted critical thinking in science is the most developed, how is their critical thinking being developed?

The "why" question is asked at all ages and children are encouraged to ask 'why' to enhance their understanding. Experiments include "what could be done better or differently". The children learn about science philosophers and different theories from history. Science is knowledge and skills based. The pandemic provided more opportunities to enhance the understanding of science and the role of scientists in 21st Century Britain.

A governor who has observed lessons confirmed this was a truthful confirmation of what was observed, the children were observed asking inquiring questions. The sequencing across different year groups was praised and this meets the new Ofsted framework. Governors reported the SWCE Ofsted report referred to English and Maths being taught through the medium of science.

S: Governors gave formal thanks to school staff for the excellent teaching and learning in science.

5. Minutes of Previous in person Meeting held 8th March 2022 & Matters Arising **The minutes of the meeting held 8th March 2022 were approved as an accurate record.**

Action: The HoS will arrange to change the automatic reply to direct urgent messages to the office and this will be monitored.

This has been actioned and this will be monitored.

6. Update on Headteacher recruitment

This was reported in the Part 2 Confidential minutes.

7. Head of School –Report

Spring term data (attendance and progress)

The Head of School reported attendance is 94.58% up to the end of April 2022. Spring 2 had many covid cases, so this is excellent. Governors commended the school as 94% is above the national average.

The PA (persistent absence) which is less than 90% attendance is 13% which is 21 children. Some of these children have had Covid twice and some of these children have health issues.

Q: Are these children being monitored?

Yes, some children have significant health issues but most of these PA children are nearer to 90% attendance.

Staffing Update

Formal thanks were given to Joyce Thom for her work on the interview panel, Hayley Tustain has been appointed as a Yr5 teacher coming from St. Annes in Manchester.

SIP update

The progress against objectives in the SIP was included in the HoS report. The report compared data from two years ago. Data is now collected once in the spring term before the parents evening, and this was done this year on the 4th March and not the end of term, the data covers 55% of the school year. In 2020 the data was collected at the 50% point. The comparison of the two assessments, show the levels of attainment are quite comparable which is pleasing, there is evidence of recovery and catch up despite 23 weeks of formal schooling being lost.

The Yr6 children will sit their SATS next week and the results should be as expected.

The HoS highlighted from Spring 1 2020 and March 2022 there are four extra EHCP (education, health, and care plan) children and two or three other children undergoing assessments. There are more children with complex needs and more with EAL needs and still the progress data is comparable.

Q: Has this been a challenging Yr6 cohort?

Yes this cohort has had issues throughout the school years and there is now great maturity and the children have responded well during difficult times. These children have good learning behaviours. The school has provided booster groups and other interventions which have had a positive impact. The good level of English and Maths has lifted progress in other foundation subjects.

S: Governors gave formal thanks to all staff for the excellent data given the pandemic challenges.

8. Questions Ofsted may ask governors

The HoS had shared one page of questions from some areas which Ofsted will expect Governors to know about. This school has a knowledge engaged curriculum which includes skills. Inspectors are expected to ask about disadvantaged pupils (pupil premium spending) and pupil safety (safeguarding). Governors suggested a working session to discuss the Ofsted inspection framework, and this might be done in smaller groups. It was noted the IDSR (integrated data set summary report), the school inspection data summary report, is useful but this has not been available for two years. Governors noted there are many acronyms and so much information available it is hard to focus on key information. The last accurate data was 2019. Governors were reminded the presentations to Governors and the evidence of the children's learning (the workbooks) is significant. Parent governors can share their knowledge of the school with inspectors and the link governor monitoring visits provide key information to inspectors.

Action: School leaders to arrange an Ofsted preparation session. This will be in school, and a learning walk was suggested.

9. Behaviour and Safety update

The Executive Headteacher conversed with three children about how safe they feel in school and the answers were comprehensive, the children could talk about growth mind set, mental health and wellbeing, and understood the key safeguarding issues.

There have been two fixed term exclusions with the same child, the child is currently placed in alternative education. The child is in a school of 19 pupils with 10 staff members. The child remains on roll but is being educated off site.

There are two ongoing child protection cases, and two children on who are receiving Child In Need support. These cases are time consuming for school leaders and the number of cases are increasing.

10. Executive Headteacher updates

Finance

The report was shared in advance of the meeting on Governor Hub. DCE had a £20,000 in-year surplus predicted, there is a current projected in-year deficit of £30,000 but this includes the £50,000 allocated for the CIF (condition improvement fund) grant for replacement windows. The school has not heard from DFE regarding the status of the bid submitted.

The YTD (year to date) income is approximately £900,000 of which £727,000 has been spend on staffing. There is a projected deficit of approximately £31,000. The latest budget is on target. Although the school is in deficit of £15,000 seven months into the year, the CIF bid, if not successful, might make the deficit smaller or non-existent. There have been some SLAs running over different financial years which might alter the accounts.

Governors were informed the school is spending between £10,000 and £12,000 on a new phonics and reading scheme. There was a £200,000 carry forward into this financial year so the in-year deficit is not a concern. The carry forward into the next financial year may reduce to £175,000 which is healthy.

Premises Update

The school has spent £8,500 for routine electrical works.

Trust Updates

The Executive Headteacher reported on recommendations and proposals which have not yet been formally agreed by Trustees as their meeting has not yet occurred.

Ukrainian Refugees

Ukrainian refugee children are expected in the locality, and it has been agreed any families taking children connected to this school will be given places. The school has been approached by one family. The DfE has allowed for more than 30 children in infant classes and the school will endeavour to accommodate all children. The expectation is local churches will be proactive in welcoming refugees.

Augustine Ihm reported the SJE church is creating a café space for incoming refugees as part of church ministry. The LA (local authority) will receive additional money for Ukrainian refugees and the expectation is this will be shared with school for additional resources such as language teachers.

Establishment of a Trust Fund

The establishment of a trust fund has been recommended by the Trustees finance sub-committee. The Trust overall has a carry forward from each school totalling over £1M. The proposal is each school will be able to keep 10% of their total income as surplus carry forward. The Trust proposes to take 10% of anything above a 10% carry forward to create a trust fund for children to undertake cross trust activities. If this was in operation last year this fund would have been £50,000. This fund can be used to support vulnerable children in the Trust. The incoming CEO will lead on this and report to LGBs on the use of this budget.

Thanksgiving service at Manchester Cathedral

This service is for all Yr5s and governors were invited. This event is on Thursday 10th May 2022 at Manchester Cathedral at 10am

End of year social

The end of year social event has been booked for Burnage Social Club on the evening of Friday July 8th. Food will be provided.

11. Governing Body Matters including:

Training undertaken

Governors were reminded to update their training on Governor Hub.

Paul Good has attended Bright Futures Trust training on diversity in GBs and his notes will be shared.

Link Governor reports

John Janulewski shared two link governor reports, one is the set-up plan and one was a report on the foundation subjects of art, geography, music and PHSE (Personal health and social and economic education). The reports are shared in the Visits Reports folder on Governor Hub.

12. Policy approval

Administration of Medicines Policy

This policy was previously named supporting children with medical conditions and covers allergies.

Governors formally approved the Administration of Medicines Policy

Equalities Policy

Governors formally approved the Equalities Policy

DDA and Access Policy

Governors formally approved the DDA and Access Policy

13. Date & Times of remaining Meetings

Tuesday 28th June 2022 at 3.30 (meet the children)

14. Agreed dates for 2022/23 meetings

Tuesday 4th October 2022 at 7.30pm

Tuesday 15th November 2022 at 7.30pm

Tuesday 17th January 2023 at 7.30pm

Tuesday 7th March 2023 at 7.30pm

Tuesday 2nd May 2023 at 7.30pm

Tuesday 27th June 2023 at 3.30 (meet the children)

15. Closing Prayer

Augustine Ihm led the closing prayer.

Signed.....
Paul Good (Chair)

Date.....

Meeting closed at 21.40

Summary of actions

- Action: School leaders to arrange an Ofsted preparation session. This will be in school, and a learning walk was suggested.