

## **Minutes of a meeting of the local governing body of Sparkenhoe Community Primary School held at the Ark on Monday 4<sup>th</sup> April 2022 at 4pm**

### **Present**

Rhian Jones – Headteacher  
Jo Webb – Local Governor (Chair)  
Jenny Bosworth – Local Governor  
Nick Allsopp – Local Governor  
Emma Cull – Local Governor  
Michael Cooper – Local Staff Governor

### **In attendance**

Tom Bott – School Business Manager  
Penny Cooper – Deputy Headteacher  
Neil Thorpe – Associate Member  
Robyn Cooper – Clerk to the Local Governing Board

### **1. Apologies for Absence**

Apologies were received and accepted from Kasam Mahomed and Fatima Magera.

### **2. Declaration of Governors' Interests**

There were no declarations of interest declared in the business to be transacted.

### **3. Confirmation of the Minutes of the Last Meeting – 7<sup>th</sup> February 2022**

The minutes of the meeting held on the 7<sup>th</sup> February 2022 had been previously circulated to all governors and were taken as read, confirmed, and signed as an accurate record of the meeting.

### **4. Matters Arising from the Minutes**

There were no matters arising.

### **5. Headteacher's Report**

The Headteacher's report had been circulated to the governing board. Ms Jones highlighted the following:

- Ms Jones reported that they had 11 additional children in Nursery through the January intake, and they would stay in Nursery for 5 terms. She stated that they had children for the nursery next year but not a huge number so numbers would continue to be a challenge.

#### *Q (JW): How are numbers for next year in F2?*

Ms Jones explained that they were informed of the allocation on the 14<sup>th</sup> April. Mr Bott stated that the indication was that it would be full. Ms Webb noted the gender difference in school. Ms Jones stated that there were over PAN in F2, year 3, 5 and 6. She stated that they had taken in some children from Afghanistan.

- Ms Jones stated that attendance was an ongoing problem. *Ms Cull asked about the absences abroad.* Mrs Cooper explained that most were late returning to school after the holiday after being abroad. She stated that families had not been able to travel previously. Ms Jones stated that some had been away for a number of weeks. Mrs Cooper stated in terms of persistent absence, they could

not recover the attendance figure once it was so low. Ms Jones highlighted the impact of absence for medical appointments and other issues for EHCP pupils. Ms Jones stated that she did not think it would be very different to the National figure.

*Q (JW): (Turbulence) There are more 'new to country' compared to local moves, do still get pupils from particular schools?*

Ms Jones explained that families normally moved across the city. Mrs Cooper highlighted that pupil also lived in the local area and had been placed in another school.

- Ms Jones stated that SEND continued to be a challenge in terms of staffing and funding.
- Ms Jones reported that there had been one fixed term exclusion this term. She stated that the child would be full time in a special school from September and outlined the support for the child while they were in school.

*Q (JW): (Attainment data) The greater depth children are not as far adrift, had they been less impacted by the pandemic?*

Ms Jones explained that it was similar for those pupils who were solidly at age expected. She stated that those who fluctuated and were on the border of age-related expectations were impacted more and particularly in writing.

*Q (NA): There had been a significant improvement in year 1 writing?*

Ms Jones explained that coming out of F2 into year 1, the children in November were at a quite early stage of writing and in response they had changed the curriculum to have higher expectations. Mrs Cooper explained that there was now a daily expectation for writing. Ms Jones stated that in March there were significantly more pupils who were demonstrating that they had the basic skills in place.

*Dr Allsopp asked about year 4 reading and maths.* Ms Jones explained that this was an impact of staffing and quality of teaching. She stated that there was currently a supply teacher in place. Mrs Cooper explained that there were plans in place for the summer term and the Assistant Headteacher would be taking a group out every morning for English and Maths. *Ms Cull asked whether the parents had complained.* Ms Jones stated that the parents had been happy with how it had been managed and communicated and a solution had been in place quickly.

*Q (JW): How do you feel about the KS1 SATs?*

Ms Jones stated that the KS1 targets were realistic, and they may get higher attainment in reading and maths. She stated that there had been an impact of the pandemic, SEND and EAL and also turbulence since the targets were set.

- Ms Jones highlighted that they had done a small review of the SIP. She explained that it was a working document and a couple of next steps were included for the summer term. Ms Jones explained that those actions marked in yellow had started but were not yet embedded, green were in place and shouldn't need to be looked at moving forward and if they were not coloured, the work had not started.

*Ms Webb noted the changes made to the SEF.* Ms Jones explained that it was based on monitoring, documentation and training and discussions.

*Ms Cull asked what the IDSR was.* Ms Jones explained that it was a document published by the DfE.

*Q (JB): Do you have an opportunity to talk through the SEF with Ofsted?*

Ms Jones explained that they would send it to Ofsted once they had received the call. She stated that they needed to go back to some sections and make it more evaluative.

- Ms Jones reported that the Trust were undertaking reviews in all 4 schools. She stated that Mrs Ridgewell would produce a report and also provide a report to governors. Mrs Cooper explained that it had been a helpful process and explained the review.

*Q (JW): At the last meeting you discussed investing in more reading books for Saxby?*

Mrs Cooper explained that they were and had the phonetically decodable books for Gopsall too. Ms Jones explained that the amount of books in Saxby had improved but it was harder to find spaces in the classrooms and make it attractive to the children. She stated that the older children loved their class libraries and were invested in the recommendations, but pupils in KS1 still needed support in choosing books. The governing board discussed the decodable books. Mr Cooper highlighted that it was a real confidence boost to the children when they could read a book.

- Ms Jones provided an update on health and safety including the training that had taken place. She stated that there had been no reported accidents.

*Q (NA): Do you have the results of the stress survey?*

Ms Jones explained that they were currently being collated. She stated that Mel Thorpe was looking at an online one for the future, which would also collate/analyse the results.

- Mrs Cooper highlighted to governors that the school had a new website.

## **6. Wellbeing**

Mrs Cooper highlighted that in the Headteacher's report detail had been included about what the school did for wellbeing (diagrams). She explained that they had handed these out to the teachers to amend and add to and also asked phase leaders to take it to the TAs. Mrs Cooper reported that the school had signed up to the Education Staff Wellbeing Charter (DfE) and shared this with the governors.

## **7. Local Governing Body Business**

### **a. Governor Visits**

#### **i) Visit report (Foundation Stage and Dolphins – Fatima Mangera)**

The visit report had been shared with the governing board and was noted.

#### **Curriculum focus and design – Jenny Bosworth**

The visit report had been shared with the governing board. Mrs Bosworth explained that staff had been confident talking about the curriculum. She explained that the next visit would look at assessment. It was also noted that Mrs Cooper had undertaken

safeguarding training with Mrs Bosworth as she had missed the sessions at the meetings.

A governor curriculum afternoon was planned for 17<sup>th</sup> May, at 12:30pm. Ms Webb, Ms Cull and Dr Allsopp would attend.

### **b. Training and Development**

The following training was reported:

- Safeguarding (school) – Mrs Bosworth
- Ofsted training in May – Ms Cull
- Safeguarding training – Ms Webb
- ALT Chairs of Governors meetings – Ms Webb
- Meeting with a school considering joining the Trust – Ms Webb
- Uplands Infant School LGB meeting (shadowing) – Ms Webb

### **c. Governor Recruitment**

The governing board discussed a potential governor who was interested in a parent governor position and the possibility of contacting Leicester City FC in the Community as lot of the staff are governors in city schools.

## **8. Review of Policies, Procedures and Publications**

There were no policies to bring to the meeting.

## **9. Staffing**

There were no staffing updates to report.

## **10. Finance Updates**

### **a. CIF Bids [Standing Item]**

Mr Bott explained that they were waiting on the results of the CIF bids. He stated that the Trust would look elsewhere for a bid provider for next year.

### **b. 22/23 Budget Early Indication**

Mr Bott stated that he would bring an outturn to next LGB meeting.

***ACTION: TB/Agenda item***

Mr Bott highlighted the following for the 22/23 budget:

- Support staff pay award – award was backdated to April 2021 and another was due April 2022 so 2% would be budgeted for.
- Pension contributions increased by 1.4% from April
- National Insurance increase
- Teacher pay increments would be budgeted for September
- They were assuming the sports premium grant would continue.
- Pupil Premium was increasing by a small amount (£1385 per pupil)
- The consultation on SEND funding had gone through and would come in from September. Mr Bott explained that the LA had agreed transitional funding to off-set the decrease.
- There was an increase in EYFS funding.
- The health and social care grant based on deprivation bands and pupil numbers would come in from September 2023.

- Government proposed increase in AWPU meant that the school was £100,000 better off compared to this time last year.

*Mr Thorpe asked about the increase in energy prices.* Mr Bott stated that they were looking at a 60-80% increase. He stated that they were currently under the ESPO framework and they were looking to move the electricity supply under the framework too. He stated that they were encouraging people to turn lights off and devices etc. Mrs Cooper explained that they would put the children in charge of monitoring this. *Ms Cull asked whether there was an eco-group.* Ms Jones stated that they did, and this would be revitalised. It was noted that the work planned through the CIF bids would also help. Mr Bott explained that they were hoping to get a long-term lease for Gopsall so they could also put in CIF bids for that building as there was work needed.

### **c. SEN Funding**

This had been discussed under item 10b.

### **11. Safeguarding**

Mrs Cooper stated that they needed to undertake the termly review and annual documentation. Ms Webb would arrange a date for a visit.

***ACTION: JW***

### **12. Health and Safety**

Health and safety had been reported in the Headteacher's report. Ms Webb would arrange a visit.

***ACTION: JW***

### **13. Attenborough Learning Trust**

- Ms Webb reported that she had attended the Uplands Infant School LGB meeting as part of the shadowing opportunities in the Trust.
- Mr Bott reported that the Trust top slice would be increasing from 3.7% to 4.3%. He explained that a meeting with the Headteachers and school business managers and Trust about the increase and it had been a positive meeting with challenge and support, and it had been agreed (at the resources committee) to increase it to 4% this year then move to 4.3%. He stated that any schools joining the Trust would join at 4.3%.

### **14. Documents Received by the Chair of Governors**

There were no documents to bring to the governing board.

### **15. Any Other Business**

- Mr Bott highlighted the White Paper

### **16. Date of Next Meetings**

- 23rd May 2022
- 4th July 2022

Signed ..... Date: 23<sup>rd</sup> May 2022