

## **Minutes of a meeting of the local governing body of Sparkenhoe Community Primary School held at the Ark on Monday 7<sup>th</sup> February 2022 at 4pm**

### **Present**

Rhian Jones – Headteacher  
Jo Webb – Local Governor (Chair)  
Jenny Bosworth – Local Governor  
Nick Allsopp – Local Governor (attended virtually)  
Kassam Mohamad – Local Parent Governor  
Michael Cooper – Local Staff Governor

### **In attendance**

Jane Ridgewell – CEO, Attenborough Learning Trust  
Tom Bott – School Business Manager  
Penny Cooper – Deputy Headteacher  
Abdikayf Farah – Chair of Governors, Highfields Primary School  
Neil Thorpe – Associate Member  
Robyn Cooper – Clerk to the Local Governing Board

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

Apologies were received and accepted from Emma Cull and Fatima Mangera.

### **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 – 6<sup>th</sup> December 2021**

The minutes of the meeting held on the 6<sup>th</sup> December 2021 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 not already picked up on the agenda.

### **5. Attainment Overview**

The attainment overview had been circulated to the LGB. Ms Jones highlighted that a summary for each year group had been included for all pupils as well as key groups with a commentary for each.

*Ms Webb noted that in KS2, years 4, 5 and 6 the girls were outperforming boys in reading.* Ms Jones stated that it was the case in every year group apart from year 3. *Ms Webb asked whether this was due to characteristics of the year groups.* Ms Jones explained that in year 4 there were a significant number of new boys to the school, and a few were new to English. She also highlighted that there were a significant number of boys with high needs and SEND, which had an impact on boys' data. Ms Jones explained that there were also some boys new to English in year 5 and year 6. She stated that school closure had also had an impact. She stated that they were looking to narrow the gap by end of year 6. Mrs Cooper highlighted that there were also more boys in some year groups.

*Ms Webb asked whether pupil premium pupils had fallen behind in other areas, not measured in the same way, e.g. sport, art etc.* Ms Jones explained that children across all groups had. She stated that they looked at the impact on individuals and could not see an issue with a particular group. Ms Webb highlighted that example in secondary school where students were dependent on school activities. Ms Jones highlighted that there had been an increase in children and families needing support but this had been across a whole range rather than from one group.

*Ms Webb highlighted that historically the school's performance against National generally was that FS was lower, KS1 around National and KS2 was higher. She asked, about progress in KS1.* Ms Jones stated that it was good. She explained that they did not have data as in the past so was not comparable to previous years and reflect the lost school time over the last 2 years.

*Ms Webb asked about the overall target and the higher proportion reaching Greater Depth in maths across the school.* Ms Jones highlighted that it was similar in reading and maths, but lower in writing, which was a historical trend. She explained that they had focussed on tuition in maths as they were able support catch up in reading and writing throughout the curriculum. Ms Jones explained that they had consolidated some of the learning from the previous year and current year in order for pupils to practice skills. She stated that some pupils will have the additional tuition every year for a while. Ms Jones stated that the groups were changing all the time.

*Ms Webb noted the Foundation 2 target 63% GLD and asked how the school felt those children were progressing to that target.* Ms Jones explained that they were on track and were making good progress in reading and phonics and other areas of learning. She stated that there were a few new arrivals into that year group which will have an impact.

## **6. Parent Survey**

Ms Jones had shared the information from the parent survey. She highlighted the following:

- Some parents wanted more homework. Ms Jones stated that they knew that this would come out of the survey and some wanted more than others. She explained that they were setting up a new homework protocol which involved the provision of weekly sheets with a list of activities/tasks. Ms Jones highlighted that homework should be something engaging and built on what had been learned in class. Ms Jones explained that they were looking at linking it to a rewards scheme.
- Ms Jones highlighted that they would look to reintroducing parental workshops over the next term and into the summer. She stated that they would try and offer something for every year group. Ms Jones informed the governing board that they had provided an online phonics workshop for F2 and year 1 parents, which had been well attended. She stated that they wanted to offer in school sessions too. Ms Jones stated that they would look at offering curriculum workshops on topics such as handwriting, phonics, spelling and e-safety.

*Dr Allsopp asked about the balance of appropriate homework rather than volume and whether there had been any comments on the level of homework.* Ms Jones explained that there had not been many comments, rather parents had ticked that they disagreed

with the statement, 'my child gets suitable homework.' Dr Allsopp asked whether this was a communication issue about how the current homework fit into the classroom work. Ms Jones stated that they hoped that the new system would help with that as well as providing more options to those who want to do more and to support those who struggled.

*Mr Mohamad asked about the possibility of moving to paper options due to the concerns about the amount of screen time.* Ms Jones explained that there would be different options and it was not an expectation that everyone does every activity. She stated that this would also support where there were siblings and one device. Mr Mohamad highlighted that the Doodle app was very good.

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

### **a. To Consider the Appointment of Local Governor – Luke St Clair**

Ms Webb stated that the recruitment had been paused to consider the makeup and diversity of the governing board. The Clerk highlighted that there was not an upper limit of local governors. Ms Webb stated that she would also look at the recruitment sites.

### **b. Governor Visits**

#### **i) Pupil Premium/Sports Premium – NA and EC (attached)**

Dr Allsopp had undertaken a pupil premium and sports premium visit with Mrs Cull and a report had been circulated. He stated that they had been very pleased with the findings of the visit. Dr Allsopp stated that in terms of pupil premium they had looked at data, activities taking place and what was planned. He also highlighted that they had looked at the work of TAs and the work with parents. Dr Allsopp explained that in terms of sports premium they had talked about the work and funding, including the work with Leicester City and how this was supporting the upskilling of staff. He stated that they were pleased to see the emphasis on softer skills around resilience, communication and working with others.

*Ms Webb stated that they had discussed the development of sport in school previously and asked whether sport had progressed in the last 3 years or had this been harder with the impact of Covid.* Mrs Cooper stated that they had been but currently there had been little sport outside of school. She stated that they were part of a regular football league. The development of girl's sport was discussed. Ms Jones highlighted that they were part of a small basketball tournament and they had started swimming again. Mrs Cooper highlighted the impact of the work with Leicester City, and they were using Sports Premium to pay for it. Ms Jones stated that they did look at different sports and what would engage the pupils, she stated that they could not offer enough for the demand. She stated that they had to look at staffing and the costs. The issue of space was also highlighted.

### **Asset Register Spot Check**

Dr Allsopp reported that they had undertaken a spot check on the asset register, and all had been in order.

### **c. Training and Development**

- Mrs Mangera had informed the clerk that she had undertaken Learning Link modules.

- Ms Webb reported that she was attending the LA termly chairs of governors meeting and also would be involved in the ALT shadowing programme.

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

### **a. Accessibility**

The policy had been circulated and there were no changes to report. The governing board approved the policy.

### **b. Business Continuity**

The policy had been circulated and the changes were highlighted. The governing board approved the policy.

## **9. Staffing**

Ms Jones reported that they were current recruiting to a lunchtime supervisor vacancy.

## **10. Finance Updates**

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

Mr Bott reported that the CIF bids had been signed off and submitted just before Christmas. He stated that Mr Thorpe and the premises team had met with the company writing the bids and discussed specifications. Mr Bott explained that the bids were for a replacement roof and ventilation at the Ark and replacement of the Saxby building windows. He stated that if they were successful, the work would take place during the summer.

### **b. Budget report**

Mr Bott reported that they were 5 months into the financial year, and he had reviewed the budget with Ms Jones last week and there were no particular concerns. He explained that they were spending a little more on supply due to the impact of Covid. He also highlighted that they had received more income through a few different streams. Mr Bott would produce an outturn in April.

Mr Bott explained that they had started to meet as a Trust to look at the changes to SEND funding, reviewing ideas from the individual schools. He stated that they would wait to see the SEND funding figures. Ms Webb highlighted that this had also been discussed at the Trust standards committee. She stated that Sparkenhoe's approach was likely to be used across the other schools.

Mr Mohamad asked whether the money for the postponed playground changes was still included in the budget. Mr Bott explained that this was from the capital budget stream and was still in the budget.

## **11. Safeguarding**

- Mrs Cooper reported that she was attending a mental health champions course funded by DfE. She stated that they hoped to identify what they were doing well and what needed to improve and produce an action plan. She explained that this was focussed on staff and pupils.
- The safeguarding policy had been updated and had been published on the website. Mrs Cooper explained that this addressed the point in KCSIE regarding low level concerns for staff. She stated that ALT had produced a

procedure and added it in the policy. Ms Jones stated that this had been shared with staff on the January inset day.

- Mrs Cooper explained the change in the holiday provision for FSM children and families. She stated that last year, the Government had issued vouchers however the Government had moved everything onto schemes where activities were provided alongside the food and there would be hampers to go home too. Mrs Cooper explained that during the last holiday they had offered a 2-day provision with 60 places and 53 applied (50 attended). She stated that they had only used school staff. Mrs Cooper informed the governing board that they did not have the facilities to offer the summer option and would have to advertise other provisions, but it was very likely that the families would not take them up. She explained that if the children did not attend the funding for the food would not be received. Mrs Cooper stated that she had sent an email to the LA outlining her concerns. Ms Jones stated that the food was not geared to the school's families. The governing board discussed their concerns. Mrs Cooper stated that she had wanted to bring the issue to the governor's attention, so they were aware.

## **12. Health and Safety**

There was nothing to report under this item.

## **13. Attenborough Learning Trust**

Ms Webb highlighted the shadowing opportunities and that there would be a curriculum briefing on Ofsted preparedness.

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

There were no documents to share.

## **15. Any Other Business**

There was no further business.

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

- 4th April 2022
- 23rd May 2022
- 4th July 2022

*Jane Ridgewell joined the meeting*

## **Item 13 Continued - Attenborough Learning Trust**

### **a. SEND Strategy**

Mrs Ridgewell provided the governing board with a update on the ALT SEND strategy. She explained that the consultation on funding ended on 9<sup>th</sup> December and was now going through the political process. Mrs Ridgewell explained that as a Trust they were looking at the provision wholistically and what a trust-wide approach might look like. She explained that this had started in the autumn term with the SENCOs undertaking an audit before coming together with Headteachers and School Business Managers for wider discussions. Mrs Ridgewell explained the different layers of provision. She also explained that they had looked into the possibility of a DSP, however due to the lack of control on admissions and space constraints decided not to pursue it. Mrs Ridgewell stated that they had also discussed SEND at the triad meeting last week.

She stated that she wanted to come to the LGBs to inform them about the discussions taking place and that it was a complex situation, but they were starting to come up with solutions.

Signed ..... Date: 4<sup>th</sup> April 2022