



MINUTES OF THE CATMOSE PRIMARY LGB MEETING HELD ON 24 SEPTEMBER 2019 5PM

Present: Stuart Williams, Kelly Jackson, Rachael Coyne, Sally Kirkby (Vice Chair), Sam Hearth (Chair), Mike Cumming, Adam Lowe, Mel Pitkeathly, Mark Tinkler and Jim Burns.

1. **APOLOGIES FOR ABSENCE**

Barney Thorne's absence was accepted.

2. **MINUTES OF THE MEETING & MATTERS ARISING**

The minutes of the meeting held on 11 July 2019 were agreed to be a true and accurate record of the meeting and were signed by the Chair.

3. **DECLARATIONS OF INTEREST**

AL declared an interest due to his role at the Local Authority.

4. **SCORECARDS INCLUDING FINAL OUTCOMES FOR 2018 2019**

Mrs Jackson explained the Quality of Education, Behaviour and Attitude and Outcomes per class Scorecards will be presented in the next meeting. The final 2019 outcomes were shared, headlines had been shared at the previous meeting.

5. **STAFFING**

Mrs Jackson outlined staffing for academic year 2019/20. The school has welcomed a new teacher in Year 5 and also an NQT in Year 4. First lesson observations had been completed. Mrs Jackson explained the Federation's approach to probation and performance reviews for the first year of service. The first observation is a coaching one and is not graded.

Mrs Jackson reported that vacancies for a science technician and teaching assistant are currently being advertised.

6. **TRANSFORMATION PLAN**

A draft Transformation Plan was distributed and will be finalised at the next Governor's meeting. Mr Williams directed Governors to the introduction and 5 bullet points, which reflect the key focuses for the school for 2019 2020.

7. **POLICIES**

Mrs Jackson talked through the format for curriculum policies, Intent, Implementation and Impact.

The following policies were discussed and ratified:

- Primary Admissions Policy 2021
- Primary Behaviour Management Policy
- Primary Child Protection Policy
- Primary Curriculum Policy
- Primary English Curriculum Policy
- Primary Maths Curriculum Policy
- Primary Science Policy
- Primary SEND Policy

8. GOVERNOR TRAINING

The Clerk to the Trust is looking at the National Governors Association to access training for 2019 2020. This will be shared in future meetings.

9. AOB

The new Ofsted Framework was explained to Governors.

Question: Have any schools been inspected under the new framework? Mr Williams replied that yes, some have, but fewer are Outstanding. He thought that the new framework was better, with less of a focus on results, more on the whole child.

Mr Williams spoke about Governor Scrutiny Panels looking at key areas identified within the school Transformation Plan.

Action – SG to look at the scrutiny panel dates.

Mr Williams left the meeting.

Mrs Jackson carried out the Governor Safeguarding Annual update training with reference to the new Keeping Children Safe in Education 2019 guidance.

Question: What you should do if you have a concern about a parent? Mrs Jackson replied that this should be reported to her. It was also confirmed that a report could be made directly to social services if someone has a concern about a child or a family.

The meeting closed at 7pm.

Date of next meeting

Tuesday 26 November 2019 5pm, Catmose Primary

Diary Dates

Harvest Tea Festival 18 October 2019