



MINUTES OF THE CATMOSE PRIMARY LGB MEETING HELD ON 26 JANUARY 2021 6PM VIA MICROSOFT TEAMS

Present: Kelly Jackson, Rachael Coyne, Sam Hearth (Chair), Stuart Williams, Sally Kirkby and Adam Lowe

In attendance: Suzi Green (Clerk)

1. WELCOME, INTRODUCTIONS AND APOLOGIES FOR ABSENCE

Sam Hearth welcomed everyone to the meeting.

Apologies were received and accepted from Barney Thorne, Mel Pitkeathly and Mark Tinkler.

2. DECLARATIONS OF INTEREST

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

3. MINUTES OF THE MEETING HELD ON TUESDAY 1 DECEMBER 2020

The minutes of the meeting held on 1 December 2020 were agreed to be a true and accurate record of the meeting and were signed by the Chair.

4. MATTERS ARISING FROM PREVIOUS MINUTES

Mrs Jackson explained that she had chased up the Safer Recruitment Training, Sam Hearth confirmed that she had completed this and Sally Kirkby said that she intended to do so later that week.

5. CLERK'S UPDATE

Governors were asked if they had seen the Code of Conduct and Role Description on the VLE and they confirmed they had.

With regards to the vacancies, the Clerk explained that 4 people had expressed an interest and they had been emailed to request a pen portrait and a photograph which would be sent to parents for an election to take place via Survey Monkey. So far 2 parents had responded, 1 had stated that they were no longer going to apply and the clerk would chase up the final 1 explaining that the deadline was Friday.

6. COVID-19 UPDATE

Mrs Jackson spoke about the provision for home learning explaining that the situation was very different this time compared to the first lockdown. Around 45% of pupils were attending school and whereas last time schools were shut the onus was on providing childcare, this time schools were duty bound to provide a full curriculum. All classes were running with approximately 10-12 pupils in each and all staff were working their usual hours. Teaching was being uploaded to class dojo which was easy to access, plus each pupil has their own portfolio where they could upload work and receive feedback.

The expectation was that KS1 children would receive 3 hours of work per day and KS2 children would receive 4 hours of work per day. This work was set daily and it was very clear what was required.

Mr Williams stated that he had experienced this first hand on Monday and he said that the work set was good quality, as was the live lesson. Mrs Jackson then explained that KS2 were having 3 live lessons a week, along with some pre-recorded ones and KS1 were having 1 live lesson a week, which is more of a fun activity. Pre-recorded seemed to be best for KS1 as they can rewind it and watch it again. Mrs Jackson added that she got the TA to record her teaching and this was then uploaded for the children working at home. It was felt that the children were getting a fantastic offer and parental feedback seemed to echo this.

This provision was also complemented by live whole school assemblies, for example Fridays Stars Assembly was continuing, first one was done for the children in school and then one took place for the children learning from home. Those at home who won Star certificates had them posted to them. Mrs Jackson was also ensuring that information and school news was going out on Facebook, Twitter and Instagram.

Mrs Jackson then spoke about the key worker and vulnerable children who were currently attending school and explained that the criteria for key workers had changed. Moreover, the school was encouraging children who had struggled previously during lockdown to attend school. However, it was noted that it is a balancing act between having children in school and trying to limit numbers where possible.

It was then explained that a testing centre had been established at the College and staff are able to have a rapid test once a week, which enables tracking of cases to be done quickly and effectively. The Department for Education were talking about posting out rapid tests to the primaries.

Mrs Jackson then explained that she and Mrs Coyne were mindful of staff workload and had been able to secure a little more budget which was being utilised for extra hours for the sports coach and the HLTA. This had enabled the teachers to have an extra 2.5 hours PPA time a week, which was double what they had been getting. This allows staff to spend more time on class dojo and contact any parents or children who needed extra support. Staff meetings were currently on hold, apart from a short meeting to share good practice. An online staff quiz had been arranged as something positive to look forward to.

It was noted that the quality of Teaching and Learning overall is very good. There would be Quality Assurance this term on English, Maths, Science and the Foundation Subjects in the form of Learning Walks.

Mrs Jackson said that the Key Stage 2 SATs, Key Stage 1 SATs, the Year 4 Multiplication Check and the Phonics Screening Check for Year 1 had all been cancelled for this year. In-house assessments will continue so the school has a measure of the children's progress, but these will be very low level. It was felt that the children would benefit from the praise and motivation too.

7. SCORECARDS

Behaviour and Attitudes –

Mrs Coyne spoke about the attendance data which was at 97.61%, in comparison to national figures of between 88-92%. The figures were also shared regarding attendance of key worker and vulnerable children during the current national lockdown which equates to between one third and one half of each class. It was noted that not all key worker pupils are in all the time, however all vulnerable children were. The number of children on roll in term 2 were 202.

Mrs Coyne then spoke about the safeguarding and behaviour data for term 2 which was given as highlighted numbers.

Question – What are the safeguarding concerns? Had these changed in lockdown?

Mrs Coyne explained that the data was drawn from when all the children were in school, so the concerns were similar to previous ones. She noted that the figures did look high, but

pointed out that staff were encouraged to log any concern, be that big or small, as this enabled a picture to be built up.

Question – Are there any trends appearing?

Mrs Coyne said that this term the school had been seeing more anxiety and some children being tearful. However, the Learning Mentor was seeing those children in school and then ringing those who weren't. Moreover, the ELSA practitioner was seeing children as required. It was then stated that next week was Mental Health Week and this would be a focus for the school.

Question – Have there been any cries for help from parents?

Mrs Coyne responded that she and Mrs Jackson had been in touch with parents and also Mrs Derry and the ELSA specialist were having more contact with the children who required it. Mrs Jackson then stated that one thing that was more prevalent in this lockdown was that more families seemed to be struggling financially. The school were providing food parcels to those families in receipt of Free School Meals and these provided a variety of food for lunches for the week. In terms of safeguarding this is being tracked as it is expected that there will be more poverty related issues going forward.

Mrs Coyne then spoke about those safeguarding concerns that needed to be taken further, this was shown in the breakdown of CPOMS data.

House points are continuing to be used. SEN data has been grouped together to avoid GDPR issues.

Even though trips and visits aren't able to take place at the moment, the school was continuing with things like show and tell assemblies and super learning days as it was important to keep these positive events going.

Teaching and Learning –

Mrs Coyne said that fortunately most observations had taken place in term 2 and these had been graded in line with the Ofsted criteria of Intent (Planning), Implementation (Teaching) and Impact (Progress) These had all been either Good or Outstanding.

She went on to say that CPD for staff was currently on hold as they were teaching to both children in school and at home.

Mrs Coyne then spoke about the strengths and weaknesses of the teaching, the only weakness was the drilling down of the key skills, particularly in the foundation subjects and ensuring these are shared with learners. She has been working on knowledge organisers and then teachers can really ensure that pupils are progressing and check the pitch is correct for each year group and developing the key skills.

Mrs Jackson then encouraged the governors to look at the knowledge organisers which can be found on the website. If you click on the year group, it will tell you what the pupils will be learning, it is really thorough and illustrates the progression through the school. She added that this information has always been shared regarding Maths, English and Science, but this now covers all subjects. They have really focused on what traditionally was known as topic work, but with the introduction of Cornerstones this has become much sharper and easier to track those core skills. Mrs Jackson thanked Mrs Coyne for her hard work on this.

The Chair of Governors then said that the fact that all the lesson observations were either good or outstanding was testament to the wonderful team at Catmose Primary.

8. A.O.B.

The Chair reiterated that all the staff were doing an incredible job, working really hard and said they must be exhausted as they were effectively being in two places at once, not to mention the situation being emotionally draining. She thanked the staff for continuing to offer

an amazing level of support to the pupils and said that she had written a letter to each member of staff and was very proud to be part of something so awesome.

Mrs Jackson said that she would send a link to the governors so they could see one of her Monday whole school assemblies.

Another governor then said that the first lockdown had been very isolating in terms of school and parenting, even though Catmose Primary had been much more involved than lots of schools, but this time felt much more inclusive.

Mrs Jackson agreed and said that staff were working really hard to ensure that all children received the same school experience as much as possible.

Mr Williams said that it was a tricky balancing act between keeping life as normal as possible for children and keeping the numbers as low as possible. He added that he thought the primary had a particularly difficult job as the numbers of pupils attending proportionally was significantly higher whereas most of the learning at the College was taking place remotely.

The meeting closed at 6.00pm

Date of next meeting – Tuesday 16 March 2021 at 5.00pm