



## MINUTES OF THE CATMOSE PRIMARY LGB

Tuesday 28 September 2021, 5pm  
Science Lab

### Present

Kelly Jackson (KJ), Rachael Coyne (RC), Sam Hearth (SH) (Chair), Barney Thorne, Adam Lowe, Mel Pitkeathly, Anna Douthwaite, Marianne Winn.

### 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 Stuart Williams, Sally Kirkby and Mark Tinkler.

#### 2. ELECTION OF CHAIR AND VICE CHAIR

Sam Hearth and Sally Kirkby agreed to carry on their roles and this was unanimously accepted. Rachael Coyne had stated that she was happy to continue as staff governor, but the clerk had emailed all staff for expressions of interest in the role.

#### 3. DECLARATIONS OF INTEREST

Adam Lowe declared an interest due as safeguarding officer and churchwarden at Oakham Parish Church.

#### 4. MINUTES OF THE MEETING HELD ON THURSDAY 1 JULY 2021

The minutes of the meeting held on 1 July 2021 were agreed to be a true and accurate record of the meeting and were signed by the Chair.

#### 5. MATTERS ARISING FROM PREVIOUS MINUTES

There were no matters arising.

#### 6. CLERK'S UPDATE

Governors were reminded to complete their online safeguarding training. They were also asked if they had checked the attendance register for the previous academic year and if they agreed with the figures. The governors said that they did.

#### 7. COVID-19 UPDATE

Kelly Jackson gave an update on the mitigations in place. The guidance from the DfE had been published over the summer break which had given time to plan and get things in place. She explained that the risk assessment had been updated, along with the remote learning provision and this is available online. The plan is to try to resort to school life being as normal as possible. She added that it was nice to return to some normality, for example, whole school assemblies had resumed and apart from the children sitting in rows rather than in a u-shape, it was as it had been prior to the pandemic. The children are now able to play together, although they naturally spend the majority of their day in class bubbles. They are now eating in the hall together, and peer reading and after school sports clubs have been reintroduced.

With regards to Covid, staff were continuing to carry out lateral flow tests twice a week. Also, if a child is poorly, the school can give out tests.

Staff had looked into a residential trip for years 4,5 and 6 just before Easter. Also, it is hoped that the whole school will be able to enjoy a pantomime again this Christmas.

**Question – What will happen in the winter months with regards to having the windows open when the temperature drops?**

Kelly Jackson explained that last winter the Health and Safety Executive had visited the school and advised that in cold weather it was best to have higher windows open, then open up all the windows and doors when the children went out to play in order to get fresh air through the classroom.

## **8. TRANSFORMATION PLAN**

Kelly Jackson explained that she would focus on the Head's Report at the meeting, rather than the whole 62-page document. It had been renamed as a Recovery Plan as post-pandemic the school is trying to get children back into normal life. It was noted that although it had been a turbulent time, new starters had settled quickly, as have the children into their new classes.

Staffing has remained largely consistent and staff have continued to use the science lab and computing suite throughout the past year. She explained that WOW learning had remained a priority.

Over £40,000 has been spent on the outdoor area and it has transformed the area for child-led learning which is fundamental to the new EYFS curriculum and hands on learning. The school has continued with the national curriculum and subject reviews of both core and foundation subjects have taken place. Big pictures of each subject have been created which provide a clear snapshot of each subject as well as progression maps. The plan is to have one document which explains how a subject is taught and next steps required. All teachers have worked hard to identify any gaps in learning and all classes have an intervention map, ensuring provision across the school.

The Class Dojo is a good way of keeping in touch and works well as a virtual classroom. Kelly Jackson said that there is a lot of lovely things going on in the school and praised the staff and how well they have done during the lockdowns. Staff were required to think differently, but they carried on as much as possible, for example, the May Dance, leavers' assembly and end of year productions.

There is a focus on reading, including phonics training for all staff as this is the cornerstone of early reading. There has also been a large investment in books, with the continuation of book banding to Year 6.

**Question – What books have you gone for?**

Rachel Coyne advised that the school has gone for a wide range of fiction, non-fiction, poetry, classic and modern texts, all from the same publisher, so the banding was consistent.

Question – Do they still have the library booking out system that the children were helping with?

When the library was moved, many of the books went to classrooms. The library is now used for reading for pleasure.

Question – Is it used much?

Rachel Coyne advised that it is and explained that an ex-pupil had painted a lovely mural and there were books to share in a box. A roleplay café had been created which encouraged turn taking and speaking and listening skills. There is also an ELSA and Learning Mentor zone with an armchair, weighted blankets and fiddle toys.

It was explained that a member of staff is about to undertake CBT training to go alongside mental first aid training.

Question –What resilience is there if this member of staff leaves as there seems to be investment in the training?

The role would be backfilled, or the school would either appoint someone with the relevant skills, or train an existing member of staff. Staff meetings are used to disseminate training.

Kelly Jackson discussed the wave approach of support and how it is clear on which next steps were required. A Venn diagram illustrates which children overlap with support and SEN needs. They were also looking at children who were entitled to FSM in order to see if there were any patterns.

A new idea for this year is an activity passport. The class teacher can do some things with pupils; however, it is not just an academic catch up, it will also focus on experiences. The school will direct the children to the 'National Trust 50 Things to Do Before You're 11 ¾', which will be a home challenge and the school will get badges to try and encourage the children to participate. There will be a plan for children that haven't done any of the activities. Governors suggested a book called '365 days Wild' which suggested seasonal things to do, some of them small. The passport will also contain a log of house points, choir, performances etc, so it would be a celebration of all things; the school had always provided these, but not recorded them.

Assessments are now back on, the first one being the reception class baseline assessment which is a legal requirement.

Question - how did the teacher find it?

Kelly Jackson advised that it wasn't that good, but the school had done their own observations too, in terms of numeracy and phonics. She also confirmed that as it stands currently, SATs will go ahead for both KS1 and KS2.

Question – The name Recovery Plan sounds a bit negative – will there be a narrative to explain the change of name?

Governors felt that the school had done a good job and therefore the name of the plan was not in keeping with the work; the title had negative connotations, although they understood that the school was trying to acknowledge the unprecedented situation of the past 2 years.

Question – Are the children ok with the social side of school life, if they are doing well with the academic side?

Kelly Jackson responded that some children are anxious, self-challenge and belief have dipped slightly, which is why the school was pushing the wider offer. Teachers are great at identifying and following up on this anxiety.

Question – With regards to the Activity Passport is it worth putting child's voice and parent's voice on it?

Kelly Jackson that this was a good suggestion and she would look into it. She asked governors to read through the Recovery Plan and let her know if they had any questions. She added that there was a synopsis for each subject and she had added hyperlinks to the big pictures and explained that it was a working document. At the next staff meeting they would be looking at key focuses and subject leaders. She also explained that Ofsted will do deep dives in English and possibly science and history and geography, but all this information is in the Recovery Plan. Ofsted is running a year behind and it is anticipated that school will be inspected in the next year or two.

Governors ratified the Recovery Plan for 2021-2022.

## 9. SAFEGUARDING TRAINING

Kelly Jackson explained that additional safeguarding training has been purchased from the NSPCC, which will be distributed to governors by email.

## 10. POLICIES

The following policies were ratified:

- Behaviour
- Child Protection
- Entry Safeguarding Visitors Checklist
- Equality Information Statement
- SEN
- First Aid
- Home School Agreement
- Uniform
- Lost Pupil
- EYFS Mobile Phone
- LAC (Looked After Child)
- Attendance and Inclusion
- PHSE
- Sex and Relationships
- Marking and Assessment
- Curriculum
- Maths
- Calculation
- English
- Science
- EYFS
- Examinations
- Induction for Staff
- Covid Safeguarding

- Covid Behaviour

Question – could the policies be staggered, so some were checked during each part of the year?

Kelly Jackson explained that had been the plan, unfortunately it had not been possible. Hopefully going forward, this would be feasible. Kelly Jackson and the clerk will plan for updating policies throughout the year.

11. A.O.B.

There was no other business to discuss.

The meeting closed at 6.00pm

Date of Next Meeting

Tuesday 23 November 2021 at 5.00pm