



MINUTES OF THE LGB CATMOSE PRIMARY MEETING

Thursday 7 July 2022, 5pm
Catmose College, Fibonacci

Present

Kelly Jackson, Rachael Coyne, Marianne Winn, Mark Tinkler, Jane Ritchie-Smith and Mel Pitkeathly.

In attendance

Sheryl Wilson (Clerk)

1. WELCOME, INTRODUCTIONS AND APOLOGIES FOR ABSENCE

Mel Pitkeathly welcomed everyone to the meeting. Apologies were received and accepted from Sally Kirkby, Barney Thorne, Stuart Williams and Sam Hearth.

2. DECLARATIONS OF INTEREST

There were no declarations of interest.

3. MINUTES OF THE MEETING HELD ON TUESDAY 10 MAY 2022

The minutes of the meeting held on 10 May were agreed to be a true and accurate record of the meeting and were signed by the chair.

4. MATTERS ARISING FROM PREVIOUS MINUTES

There were no matters arising.

5. CLERK'S BUSINESS

Sheryl Wilson introduced herself and explained that the Federation had three governance professionals and in order to provide resilience within the team, each clerk was attending a different local governing body meeting this month.

Governors were reminded to complete the annual register of business interests' form. The dates for the meetings for the new academic year had been shared on the portal for governors. A Governors' Day has been planned at the primary on Thursday 15 December when governors are invited to attend and a range of activities will be scheduled.

The Audit and Risk Assurance Committee had met to discuss governance. The notes and action points from this meeting were shared with governors. A link to the Times report on education was also shared for interest.

Mel Pitkeathly advised that this will be her last meeting as she has resigned from her role as governor.

6. COVID-19 UPDATE

Kelly Jackson confirmed that this will be the last time Covid-19 is on the agenda. All activities had returned to normal with pupils enjoying the resumption of the May Dance, Sports Day, productions and trips and visits.

7. Scorecards

Outcomes

Kelly Jackson presented the Outcomes scorecard and advised that children in reception had achieved 60% in the Good Level of Development (GLD) baseline test.

Question: Is the attainment of pupils related to Covid or the cohort?

Kelly Jackson advised that if there are any gaps in knowledge due to Covid, there are various phases to embed learning, there is also tailored support in place for pupils who need it.

Question: Has there been a need to focus on social building skills?

Some pupils have dropped in their speaking and listening skills and therefore speech and language development games have been a focus.

The Key Stage 1 SATs outcomes are slightly below the Fischer Family Trust (FFT) which is a good steer of statistics from over 1000 schools. It is worthy to note that the pupils have not had two full years of schooling.

Question – What plans are in place to move forward to help pupils reach the expected level?

The emphasis has been on refining motor skills, for example, working with pincer grips, water play, peg boards and the outside area has been adapted.

The Key Stage 2 SATs are nearly in line with the national figures, although the DfE has not yet shared how progress will be measured.

Teaching and Learning Scorecard

Kelly Jackson reported that the lesson observations had either been good or outstanding. Teachers are sharing best practice for teaching music and Forest schools has been worthwhile.

Question: How is the Activity Passport working?

88% of pupils have achieved the bronze award and some pupils have achieved gold.

Behaviour Scorecard

Rachael Coyne advised that attendance was very good at 96% compared to the national figure of 94.2%. There are 96% of children with less than five behaviour logs which is excellent.

Kelly Jackson advised that the school has opted into the sport provision provided by the Rutland Learning Trust which is value for money and offers pupils the opportunity of taking part in competitive sport.

Kelly Jackson also shared with governors her Head of School report which was written in preparation for the Members' Annual meeting. This will also form part of the Transformation

Plan for next year which will include a focus on curriculum development, whilst getting back to targets with national key assessments.

8. STAFFING

The class lists for the new academic year have been circulated. There is currently a Teaching Assistant vacancy and interviews will be held before the end of term.

9. POLICIES

The following policies were ratified:

- Handwriting
- Entry Safeguarding
- Lost Child
- Examinations
- Sex and Relationships
- Equality, Diversity and Inclusion
- Student Intimate Care
- Uniform
- Child Protection
- First Aid
- Science
- PHSE
- SEN
- Maths
- Marking and Assessment
- EYFS Curriculum
- English

Governors noted some minor amends to policies which Kelly Jackson will review.

Rachael Coyne explained that there had been a working group within the Federation to discuss Equality, Diversity and Inclusion. The working party had reviewed how to identify underperforming groups of students, such as girls, boys, Free School Meals and English as an Additional Language (EAL). The primary school had ordered books to ensure that they were representative of the student body and pupils recognise themselves and their family. There is also focus on PHSE which runs through the whole curriculum, for example, autism awareness or celebrating Pride.

Question: Will documents change in terms of he/she to they?

Feedback has shown that pupils do not like to be referred to as they. The school recognises however that there is still work to do in relation to Equality, Diversity and Inclusion.

10. UPDATE FROM RESOURCES

Today's financial report to Resources covered the current forecast out turns. For Catmose Primary School, an out turn of recurrent funding of a deficit of £28,280 (versus the original budgeted deficit of £47,719) is forecasted which is an improved position. The capital deficit is currently £5,093. Therefore, the current forecast out turn in-year is £33,373 deficit (original budget was £41,368 overall deficit).

The final 2022/23 budgets will be issued once they have been settled with the ESFA (deadline is 24 July), but an in-year surplus is currently forecast.

At the meeting Stuart Williams presented images of the new block being built at the College to accommodate future student increases. He also covered recent staffing movements.

11. A.O.B.

Kelly Jackson thanked the team at Catmose Primary and said how proud she is of everyone. She also thanked governors who volunteer their time.

Date of Next Meeting

Tuesday 27 September 2022, 5pm