



MINUTES OF THE LGB CATMOSE PRIMARY MEETING

THURSDAY 6 JULY 2023, 5pm
FIBONACCI, CATMOSE COLLEGE

Present

Kelly Jackson, Rachael Coyne, Mark Tinkler (Chair), Barney Thorne and Marianne Winn.

In attendance

Suzi Green (Clerk)

1. WELCOME, INTRODUCTIONS AND APOLOGIES FOR ABSENCE

Mark Tinkler welcomed everyone to the meeting. Apologies had been received and accepted from Stuart Williams and Jane Ritchie-Smith.

2. DECLARATIONS OF INTEREST

There were no declarations of interest.

3. MINUTES OF THE MEETING HELD ON TUESDAY 9 MAY 2023

The minutes of the meeting held on Tuesday 9 May 2023 were agreed to be a true and accurate record of the meeting and were signed by the chair.

4. MATTERS ARISING FROM PREVIOUS MINUTES

The governors noted that the plans for listening to the children reading had not taken place, this would now be in Term 1, perhaps before the Harvest Tea.

5. CLERK'S UPDATE

Governors were reminded to complete the survey and register of business interest forms. The dates of meetings for the new academic year were available for governors.

6. SCORECARDS

Outcomes

Rachael Coyne explained that the school was pleased with the GLD, Phonics and KS1 assessments which were in line with national figures. It was noted that the KS2 results would be published the following Tuesday; the ones shared were currently teacher assessed. Outcomes in Writing were particularly pleasing and teachers were very proud of this, looking at tailored support had paid dividends. These results had been internally moderated by Kelly Jackson.

Behaviour & Attitudes

Rachael Coyne explained that the attendance figure was very close to the target of 97% and was above the national figure of 94%.

The reception intake for the next academic year had been slightly lower than expected at 28 as it was a low birth year, however, it was now full. New pupils would also join in September in Years 1 and 2.

The behaviour and safeguarding log would be updated with the data for term 6. It was noted that the ELSA support from Hannah Cousin would continue.

Foodbank referrals continued to grow and the trips and visits had been very busy.

Question – With regards to teaching assistants being moved to the College, what effect has this had on the primary?

Each class is timetabled with teaching assistant support, senior leaders also ask teachers where help is needed. With the SENCO, they also check the wider intervention required. There is daily input, which utilises resources effectively.

Teaching & Learning

Rachael Coyne explained that observations had either been good or outstanding. In the new academic year there will be a change to how lesson observations are graded, which had been a Trust decision. Continued Professional Development will utilise the Rosenshine principles.

Question - What will be different?

Rachael Coyne explained that it will be broken down into 4 areas which will look quite similar to what is used currently and this will feed into the performance review.

7. HEAD OF SCHOOL REPORT

Kelly Jackson explained that this will form the introduction to the next Transformation Plan and it included lots of Ofsted quotes. It also illustrated that there had been lots of trips and sporting events, moreover, there had been new sporting events this year, for example, a swimming gala and gymnastics festival as the school had worked with the Rutland Learning Trust. It was noted that it has been a successful year. Next year's priorities will be to build on existing work and review the subject leader role, the Cornerstones curriculum and tweak history and geography to produce a detailed scheme of work. Teachers had been asked to do this and they would map out lessons. The idea was to make the most of the skills of the staff. Governors commented the report was a good read.

8. STAFFING

Kelly Jackson explained which classes were to be taught by which teachers for the year 2023/2024. This had been shared with parents.

9. POLICIES

The following policies were ratified:

- Attendance and Inclusion policy
- Checking and identify visitors
- Communication Policy
- Designated Teacher Policy
- English Curriculum Policy
- Examinations Policy
- EYFS Mobile Phone and Camera Policy
- First Aid Policy
- Home School Agreement
- Lost Child Policy
- PSHE Policy

- Searching Pupils and Confiscation Policy
- Sex Education and Relationships Policy
- Uniform Policy
- SEN Policy

Kelly Jackson pointed out that the majority had not changed significantly. The biggest change was to SEN which now had stages of support rather than waves. Governors pointed out that on two policies there was the use of both Principal and Head of School, this would be amended for consistency.

Question - Is there a protocol for home visits?

There are risk assessments for off-site visits.

Governors advised that in the SEN Policy the 2017 Ofsted report was referenced when it should be the most recent, this would be amended.

With regards to the First Aid Policy, it was noted that currently all staff are trained although this is not compulsory. Governors asked about trauma training and if it was included. Currently this wasn't, but a trauma pack may be a consideration. Kelly Jackson would look into this and discuss with the first aid trainer. Governors then suggested that maybe a list with the major changes to policies would be beneficial, this would be looked at for the future. Governors mentioned that in the Communication Policy it mentions COVID and maybe this could be amended to say significant events.

10. A.O.B.

Kelly Jackson explained that the Child Protection Policy was currently a draft and would come into effect on 1 September 2023. Governors ratified the policy.

Governors thanked all the staff for their brilliant work over the past year.

The meeting closed at 6.00pm.

Date of Next Meeting

Tuesday 26 September 2023 at 5.00pm