

DECOY COMMUNITY PRIMARY SCHOOL BOARD OF GOVERNORS

COMMITTEE

Learning & Wellbeing Committee

DATE

15 November 2021

04/10/2021	15/11/2021	17/01/2022	7/03/2022	9/05/2022	27/06/2022
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GOVERNOR ATTENDANCE

Paul Evemy	P	P				
Simon Barnes	P	P				
Sandra Cartwright	P	P				
Heather Poustie	P	P				
Gill Quantrell	P	P				
Ruth Dennis	P	P				
Kate Eames	P	P				

P – Present
A – Absent

S – Sanctioned
L – Late arrival

Chaired by	Paul Evemy	Clerked by	Pete Osborne
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Agenda

LW 16/2122 To record those who are present, accept apologies and welcome any visitors.

L&W 15 November 2021

LW 17/2122 Declaration of interests
 LW 18/2122 Division of Agenda
 LW 19/2122 To agree the Minutes of the last meeting
 LW 20/2122 Matters Arising and Outstanding Actions
 LW 21/2122 Urgent business
 LW 22/2122 Safeguarding
 LW 22/2122 School Improvement Plan and School Performance Data
 LW 23/2122 Governance
 LW 25/2122 Wellbeing
 LW 26/2122 Collaboration
 LW 28/2122 Policies
 LW 29/2122 Information provided by the Clerk
 LW 30/2122 Matters for the next agenda
 LW 31/2122 Date of next meeting

ACTIONS TO BE TAKEN

ITEM		BY WHOM	BY WHEN
19/2122	Minutes to website	Heather Poustie/Clerk	asap
27e/202122	Children With Health Needs Who Cannot Attend School policy to be added to the FGB Agenda.	Clerk	asap
28/2122	Circulate the training programme for Spring 2022.	Clerk	asap

	Item	Notes	Action
LW 16/2122	To record those who are present, accept apologies and sanction absences where appropriate and welcome any visitors	<p>The meeting commenced at: 1838</p> <p>Apologies: None</p> <p>In attendance: Andrew McKenzie</p> <p>Quorum for this meeting is 3 Governors plus the Headteacher.</p> <p>This meeting was conducted online using Zoom.</p>	

LW 17/2122	Declaration of interests.	None	
LW 18/2122	Division of Agenda.	None	
LW 19/2122	To agree the Minutes of the last meeting held 4 October 2021	Agreed and signed	Clerk to place on website
LW 20/2122	To discuss any matters arising from the minutes and not on this agenda		None
LW 21/2122	Urgent business brought forward at the discretion of the Chair		None
LW 22/2122	Safeguarding	Heather advised that since the DSL is away from school she and Vicky Stables had attended all relevant meetings and training for staff is continuing.	
LW 23/2122	School Improvement Plan (SIP) and School Performance Data	<p>The summary of the SIP had been shared with Helen Eversett with a view to prioritising those elements which are to be dealt with this term. An initial data analysis had also been uploaded during the day and Heather had met with Kate Eames earlier to discuss the document and she provided some outline information on the priorities. Year 3 data is similar to that of similar schools locally.</p> <p>A governor asked whether the gap on Pupil Premium (PP) is greater or similar to that previously identified. Heather said that she isn't currently in a position to answer this mainly due to the increase in PP children. She added that she could produce some information but the</p>	

		<p>Governor said that the matter could be discussed during the PP meeting which is due to take place later this term.</p> <p>Specific questions were asked about Year 6 pupils and Year 6 Leavers, Year 5 papers and EYFS. Heather provided a brief response to this but asked that Gill Quantrell discuss EYFS data when she meets with the Lead Teacher. She also spoke about Writing and Maths and explained the reasons for the change back to the Babcock systems and other interventions being put in place.</p> <p>A further question was raised on whether the internal resources are available to ensure the improvement required in Year 3. Heather said that the school tutoring funding could be used for this and there are HLTAs who can be used for targeted support depending on where the most urgent need and priorities lie.</p>	
LW 24/2122	Governors	<p>Governor Visits reports on visits completed. The following visit reports were considered:</p> <p>a. Curriculum Visit (Sandra Cartwright). The report had been circulated and Paul asked if Sandra wished to add anything to her report. She said no but if there are any questions she would be happy to answer them. A governor said that the report covers a lot of ground and provided a vast amount of information but also that the papers be made available to all governors. The Clerk suggested that a note be added to the agenda and minutes of the FGB drawing Governor's attention to the area on Drive where the papers are held. It was also asked whether teachers had any concerns when they had been consulted over moving away from White Rose. There were none raised and it was pointed out that White Rose contains a vast amount of resources but these may not be necessarily what is required at a particular time.</p> <p>b. Safeguarding Visit (Sandra Cartwright). Deferred to the next meeting.</p>	a.

		<p>c. Early Years (Gill Quantrell/Ruth Dennis). This is another useful report and Paul drew governor's attention to the range of different backgrounds that are in EYFS.</p> <p>Governors raised the following questions:</p> <p>1) 30% of children are receiving speech and language training and whether this is common with other schools. Gill replied that she was not able to answer that but will speak to the teacher concerned and report back.</p> <p>2) Baseline assessments are mentioned together with the comments of the teacher. Gill advised that there was an opinion that the assessments are made by taking the individual children out of the classroom at a time when teachers are trying to ensure that children are integrated with their class group.</p>	
LW 25/2122	Wellbeing	<p>Paul Every advised that it is planned that a questionnaire be sent to all staff which would be of a general nature including questions such as do you know where to obtain assistance, have you used any of these resources. It's also intended to appoint a wellbeing champion. The Wellbeing Policy has been approved by the Board and shared with staff. A governor asked if staff have access to an Employee Assistance Programme and it was confirmed that they do.</p>	
LW 26/2122	Collaboration	<p>The collaboration group headteachers are due to meet soon and there are some subject leads already meeting.</p>	
LW 27/2122	Policies and Other Documents	<p>The following Policies/documents were approved and/or recommended to the FGB for approval:</p> <p>a. SEND Policy – deferred to the next meeting</p> <p>b. SEND Information Report - deferred to the next meeting</p> <p>c. Exclusions Policy - approved</p> <p>d. First Aid Policy – Approved</p> <p>e. Children With Health Needs Who Cannot Attend School – approved and recommended to the FGB</p>	
LW 28/2122	Information provided by the	<p>The training programme for the Spring Term was included in the latest issue of Governance Today and a copy of the programme will be circulated on 16</p>	

	Clerk	November 2021. Governors are asked to identify training needs and let the clerk know of their needs. New Governors should complete the Induction for New Governors course and those who have been in post for some time should consider Developing Your Governing Skills.	
LW 29/2122	Matters for the next agenda	<p>The following matters were agreed for the next agenda:</p> <p>Learning:</p> <ul style="list-style-type: none"> a. Discuss report from Pupil Premium champion and identify actions/issues; review effectiveness and impact of intervention programmes against pupil premium strategy success criteria b. Evaluate subject leader Self Evaluation Forms and Improvement Plans c. Presentation by the History Staff Lead, Sarah Frazer <p>Governance</p> <ul style="list-style-type: none"> a. Safeguarding Visit (Sandra Cartwright). b. SEND Visit (Paul Evemy/Sandra Cartwright) c. Literacy Visit (Sandra Cartwright/Paul Evemy) d. Maths Visit (Kat Eames) e. Pupil Premium Visit (Simon Barnes) f. Library Visit(Simon Barnes) <p>Wellbeing</p> <p>Collaboration</p> <p>Safeguarding</p> <p>Policies</p> <ul style="list-style-type: none"> a. SEND Policy b. SEND Information Report c. Discuss report from Looked After Children staff member and identify actions/issues 	
LW 30/2122	Date of next meeting	Monday 17 January 2022 at 1830	

The meeting closed at **1952**

Signed as a true record.

Signed	Date:
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Collaboration Project

The primary schools currently involved are:

1. Decoy
2. Denbury
3. Kingskerswell
4. Starcross
5. Canada Hill
6. Bradley Barton
7. Chudleigh
8. Stokeinteignhead
9. Abbotskerswell
10. Highweek