

DECOY COMMUNITY PRIMARY SCHOOL BOARD OF GOVERNORS

COMMITTEE

Learning & Wellbeing Committee

DATE

06/07/2021

21/09/2020	16/11/2020	18/01/2021	08/03/2021	10/05/2021	06/07/2021
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GOVERNOR ATTENDANCE

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

P – Present

S – Sanctioned

A – Absent

L – Late arrival

Chaired by	Paul Evemy	Clerked by	Pete Osborne
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Agenda

- LW 72/2021 To record those who are present, accept apologies and welcome any visitors.
 LW 73/2021 Declaration of interests
 LW 74/2021 Division of Agenda
 LW 75/2021 To agree the Minutes of the last meeting
 LW 76/2021 Matters Arising and Outstanding Actions
 LW 77/2021 Urgent business
 LW 78/2021 School Improvement Plan and School Performance Data
 LW 79/2021 Governance
 LW 80/2021 Collaboration
 LW 81/2021 Safeguarding
 LW 82/2021 Policies
 LW 83/2021 Information provided by the Clerk
 LW 84/2021 Matters for the next agenda
 LW 85/2021 Date of next meeting

ACTIONS TO BE TAKEN

ITEM		BY WHOM	BY WHEN
75/2021	Minutes to website	Heather Poustie/Clerk	asap
81/2021	Arrange with Dave Lee for a presentation on the safeguarding works and workload for the first FGB in the Autumn Term	Heather Poustie	01/09/2021
83/2021	Governors are asked to advise the clerk of any training needs.	All	asap

	Item	Notes	Action
LW 72/2021	To record those who are present, accept apologies and sanction absences where appropriate and welcome any visitors	<p>The meeting commenced at: 1830</p> <p>Apologies: None.</p> <p>In attendance: None</p> <p>Quorum for this meeting is 3 Governors plus the Headteacher.</p> <p>The Chair referred to the Thank You gift from DCC for staff and will write to</p>	

		Heather to suggest that she canvass the staff for their opinions on the use of the gift. This meeting was conducted online.	
LW 73/2021	Declaration of interests.	None	
LW 74/2021	Division of Agenda.	None	
LW 75/2021	To agree the Minutes of the last meeting held 10 May 2021	Agreed and signed	Clerk to place on website
LW 76/2021	To discuss any matters arising from the minutes and not on this agenda	None	
LW 77/2021	Urgent business brought forward at the discretion of the Chair	None	
LW 78/2021	School Improvement Plan (SIP) and School Performance Data	a. School Improvement Plan 1) Update on Climate Change activities. A document had been distributed prior to the meeting. Heather reported that sustainability and then impact on the world is being built into the curriculum. And it is intended that from September this will be a full part of the curriculum. The report said that the main challenge this year has been the restrictions regarding children and adults avoiding crossing bubbles within school. Despite this, the eco councillors have shown	

		<p>real commitment to raising the profile of their work. It also provided a breakdown of activities by the school council and the classes.</p> <p>2) Evaluate the success of the SIP. Subject leaders are having release days and looking at monitoring and curriculum design. This is ensuring a consistent approach across the curriculum. There have been incredible developments in the curriculum and the school improvement process in the last year and there has been a complete buy in by teachers. It is intended that subject leaders could provide presentations to the Governors so that there is an overview. The clerk will provide a paper on OFSTED Deep Dives.</p> <p>3) Pupil behaviour, including bullying, and trends over time. The school has a robust process for behaviour and the culture in the school on behaviour is very positive. Measures are in place for children with more complex needs. It has not been possible to utilise a reflection room but individual classes are making their own arrangements.</p> <p>A governor asked whether it is intended to bring the reflection room back or is it now considered that the room is not necessary. Staggered lunch times and start and finish times are enabling better management of behaviour and as previously mentioned there are mini reflection rooms. It is intended to re-introduce the room at some point in the future if there is a need. A further comment was that it is great to hear the improvements that have been made and the system where older children are not mixing with the younger ones is a benefit but there is also a possible need to mix across the school age groups.</p> <p>A Governor asked whether in view of the Government's decision to remove bubbles from the 19 July would Heather have sufficient work time to ensure that these changes can be made effective from the beginning of the next term. Heather said that parents are now used to information on changes at short notice</p>	
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		<p>and the school will have the information ready for parents by the end of this term</p> <p>4) School's PSHE, and cultural curriculum and the impact on pupil well-being, character development and understanding British values. A paper had been distributed prior to the meeting. A consultation document had gone to parents and there had been a positive response. The Jigsaw programme has been purchased and this is proving valuable. The first non-pupil day after the break was focused on providing staff with a clear understanding of the programme and how it would impact on the children's learning. All teaching members of staff have received an introduction and have also been encouraged to access the additional CPD library that comes as part of the Jigsaw online package. Staff have welcomed the clear and concise format and have all the resources provided.</p> <p>Jigsaw has six main titles of study which are taught throughout the school at the same time (each year has a different level of coverage to match age appropriate learning) to promote a school wide ethos. Each topic is introduced through whole school assemblies. Each topic consists of six lessons which means that a new topic is introduced each half-term and also allows for any additional consolidation if required. The topics that are covered include Being Me in My World (BM), Celebrating Difference (CD), Dreams & Goals (DG), Healthy Me (HM), Relationships (RL) and Changing Me (CM).</p> <p>The school's Aims are:</p> <ul style="list-style-type: none"> ● To ensure that Jigsaw is delivered effectively throughout the school from Nursery up to and including Year 6. ● Regular planning and book scrutiny to help support teachers and provide feedback. ● For children to receive a well-rounded PSHE/RSE curriculum which is delivered in a professional and understanding manner 	
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		<p>5) Feedback from the Devon Monitoring visit. The report had been positive and was summed up as follows:</p> <ul style="list-style-type: none"> • There is a shared vision and ambition across the Senior Leadership Team. • Clear and accurate analysis about where we are, where we want to be and how we are going to get there. • Self-evaluation is honest, transparent and candid. • Systems have been introduced and where they are consistently in place they are having a positive impact. <p>Common threads are...</p> <ul style="list-style-type: none"> • Need for consistency of high expectations and delivering non-negotiables. • Need to ensure systems and procedures are consistent across the school. • Need to embed consistent quality first teaching. <p>It was not about data – it was about the wider curriculum and the quality of teaching and learning across all subject areas. We need to do these things to secure a 'good' judgement. They were confident that we can ensure consistency, ensure subject leaders effectively lead their subject areas impacting on school improvement.</p>	
LW 79/2021	Governors	<p>a. Reports on the following visit had been provided:</p> <ol style="list-style-type: none"> 1) Literacy – (Paul Evely/Sandra Cartwright) - 13/05/21 2) SEND – (Paul Evely/Sandra Cartwright) 12/05/21 3) EYFS Curriculum-(Gill Quantrell/ Ruth Dennis) 13/05/21 4) Maths – (Kate Eames) 5) Pupil Premium (Simon Barnes) 05/05/21 6) Looked After Children (Simon Barnes) 05/05/21 <p>The Chair thanked Governors for their reports and asked if there were any questions about the reports.</p> <p>Governors asked a range of questions including the use of the library and the books currently available. Sandra Cartwright had</p>	

		<p>worked in the library to identify books that could be used in the classroom and this had been useful for the school. A Governor asked whether she could use a contact to possibly donate books to the library and it was agreed that this is a good suggestion.. There are a number of recommendations on the reports and it is key that these are followed up.</p> <p>Recommendations from the reports are:</p> <p>Literacy.</p> <ul style="list-style-type: none"> ● Continue to monitor the impact on learning of RWI over the academic year. ● Monitor the impact of the new Jane Considine teaching sequences on Writing standards. ● Ensure that gaps in learning are being addressed systematically. ● Consider the availability of sufficient AR books within the library. <p>SEND</p> <ul style="list-style-type: none"> ● To continue to monitor the impact of the pandemic on the delivery of EHCPs and other interventions. ● To explore the possibility of employing a Parental Support Advisor for the reasons detailed in our report. ● To support intervention training to allow targeted interventions to be implemented where required. ● To monitor SEND children’s response to catch up programmes and consider what evidence there is for their progress. ● Once visit restrictions are lifted to visit the school and review the operation of the Medical Action Plan. ● Monitor the impact of the SENDCo’s workload on her wellbeing. <p>EYFS</p> <ul style="list-style-type: none"> ● Governors to monitor progress to the EYFS section of the SIP. 	
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		<ul style="list-style-type: none"> ● Governors to ask for progress and attainment towards the prime areas of learning, reading and writing at the end of the year. ● Governors to ask for information about baseline assessments and the new EYFS curriculum. ● Governors to check staff well-being. <p>Maths</p> <ul style="list-style-type: none"> ● This is an exceedingly difficult time for subject leaders to fully engage with curriculum and practise development. Yvonne has clear ideas about what needs to be done in September - perhaps there needs to be some contingency in case contact is still reduced. ● White Rose materials are used for maths planning. It might be useful to look in detail at how these are used at a classroom level in the future. <p>Pupil Premium and Looked After Children</p> <p>In his report Simon Barnes suggested that the focus for the next visit should be considering the progress and attainment of pupil premium children and whether there is evidence of what the effect of the way pupil premium grant is spent is having.</p> <p>The Chair introduced a paper that he had prepared on matters which should or could be considered during visits and Governors are asked to consider these. A job description for a Families Support Advisor has been produced and it is hoped that this post will be in place by October 2021. The paper had been read by some Governors and it is proposed that a brief meeting is held on a Monday in early September at 1830. Date to be agreed at the FGB on 12 July 2021.</p> <p>b. Staff Welfare and Wellbeing draft policy. The policy is still in a draft form but is not yet ready to be presented to Governors. A staff survey is to be conducted at the beginning of the Autumn Term.</p>	
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		c. Elect the Committee Chair for the next Academic Year. Paul Evely was elected as Committee chair for the next Academic Year.	
LW 80/2021	Collaboration	Heather reported that the Maths teams have met but has no feedback yet. The EYFS group is due to meet in September.	
LW 81/2021	Safeguarding	<p>A report had been provided by Dave Lee and the following is the outline:</p> <ul style="list-style-type: none"> ● Staff training - All staff (including new appointments) have received their safeguarding refresher training and have read the KCSIE document. Kay has updated the Single Central Record with this information. ● VCM meetings continuing - Held on a weekly basis but on-going meetings and professional dialogue at SLT level as well as with class teachers. Guidance has been produced for staff and delivered at a staff meeting for the effective use of CPOMs so that we can continue to improve our systems in place. ● Current priorities - On-going E-safety awareness across school and at home. Continuing to send out weekly E-safety information to parents/carers as well as signposting them to key documentation on the website. ● Updated policy - Child Protection and Safeguarding Policy is embedded in our practice; this includes the updated COVID appendix. ● Engagement with MASH and other agencies - Contact with MASH, MARAC, SPLITZ ETC. on-going ● FSA - We are looking to appoint a Family Support Advisor as this is essential with regard to managing our capacity for dealing with emotional and safeguarding issues. ● TAFs (Team around the family) - Continues to be effective – we are leading many of the TAFs but are also encouraging other agencies to take the lead where this is more appropriate ● Strategy Meetings - A number of these have recently been held for a few families. These have involved some very high-level safeguarding incidents which continue to be ongoing. We have also had a large 	

		<p>number of social worker visits to school over the past weeks as a result of safeguarding information which has come to light.</p> <ul style="list-style-type: none"> • Visitors to school - Clear systems are still being followed within school with regard to visitors to the school site. <p>Heather Poustie expanded on this and outlined the increased workload that has arisen and it was suggested that Dave Lee attend a Governors meeting to outline the work being carried out and the processes. Heather will approach Dave Lee.</p>	Heather Poustie
LW 82/2021	Policies and Other Documents	<p>The following Policies/documents were approved and/or recommended to the FGB for approval:</p> <p>a. Complaints Procedure – agreed and recommended to the FGB for adoption.</p>	
LW 83/2021	Information provided by the Clerk	<p>The training programme for the Autumn Term has been circulated and Governors are asked to advise the clerk of any training needs. There are two sessions in the Autumn on Ofsted; what the board should expect and how to prepare?</p> <p>Tues 14 September - Live interactive webinar - 10.00-11.00 Thurs 7 October - Live interactive webinar - 18.00-19.00 And Governors are encouraged to attend</p>	All
LW 84/2021	Matters for the next agenda	<p>The following matters were agreed for the next agenda:</p> <p>Governance:</p> <ul style="list-style-type: none"> • Agree workplan and timetable for Lead Governor engagement and feedback processes • Agree policy review schedule • ToRs • Governor Visits <p>SIP to include:</p> <ul style="list-style-type: none"> • Analyse performance data and results from assessments • Monitor pupil progress against School Improvement Plan (SIP) and levels of expected progress from entry and the need to revise the SIP to take account of the Covid-19 closure. 	

		<ul style="list-style-type: none"> • Review curriculum development and report to FGB • Review national developments in curriculum and assess impact for the school 	
LW 85/2021	Date of next meeting	Monday 20 September 2021 at 1830	

The meeting closed at **1950**

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