

**MINUTES OF THE MEETING OF THE
ST MARGARET'S CE PRIMARY SCHOOL LOCAL GOVERNING BODY
HELD ON 6th JULY 2023
AT 9.30AM
VIA ZOOM**

Present: Rev Canon Ade Ademola (Chair)

Mr Hilton Idahosa
Mrs Toni Bankole
Mr Micheal Lomotey
Mr Alan Harris (AH)
Mr James Hollinsley
Ms Toyin Dairo

Clerk to the Governors: Ms Alison Brown

Summary of agreements and actions:

1. WELCOME AND APOLOGIES FOR ABSENCE

- 1.1 AA welcomed all and opened the meeting with a prayer
- 1.2 The Clerk confirmed that the meeting was quorate.
- 1.3 Apologies were received from Angela Alabbi, Amir Lemouchi, Alisha Anderson, Elaine James and Beverley Hall

2. DECLARATIONS OF INTEREST

- 2.1 There were no declarations made pertaining to any of the agenda items for this meeting.

3. GOVERNING BODY

- 3.1 Mr Alan Harris was ratified as associate Governor
- 3.2 Ms Toyin Dairo was ratified as Staff Governor

4. MINUTES

- 4.1 Governors received the minutes of the governing board meeting held on 9th March 2023 and agreed these to be an accurate record of the meeting.

5. CHAIRS ACTION

- 5.1 No actions to be reported

6. SCHOOL ITEMS

- 6.1 Headteacher Report
 - 6.1.1 JH gave a verbal report to Governors

Chair's Initials:

AA

6.1.2 It was noted that St Margaret's had received 2 moderation visits for KS1. This is a standard visit which takes place every 4 years. A broad range of work was assessed with moderators agreeing with all teacher assessments.

6.1.3 JH noted that the school had applied for a science quality mark with the results expected back in October

ACTION: Update at next LGB

6.1.4 Maths had been a particular focus with assessments taking place in year 3 and 4. There was an ALP project focusing on times tables to ensure all pupils were achieving the best results in these assessments.

6.1.5 In Literacy a celebration of diversity with a focus on black authors and females in stem had received positive feedback from pupils. Interventions were taking place for phonics which were showing a sustained impact in year 1.

Question: Were these books specifically introduced as being black authors or women in stem?

Answer: It was explained how important STEM was. The aspire further programme will continue this in the autumn term the launch of a 'stem centre'

6.1.6 It was noted that ECT's in their first and second year were both on track to pass and move onto the next stage of their careers. The internal ECT programme had proved successful and the LA had been impressed with the programme and its results.

6.1.7 A key focus of the term had been on the 8 step lesson format which creates a clear sequence to structure lessons. Additional inset and CPD had taken place to instil this with teachers and this created a consistency across all year groups.

6.1.8 Celebration of pupils' achievements had also been a focus with star of the week, progress cup, attendance cup being among the ways achievements were celebrated. A cupcake party was held for star of the term. These measures showed pupils how well they were doing and encouraged all to succeed.

Question: How is achievement measured? For example, is it achieving a higher grade or maintaining a current one?

Answer: It is individual attainment so there is no set criteria, it is dependent on the child.

6.1.9 It was noted that live marking was continuing to be a success at both reducing teacher workload and also giving pupils instant feedback ensuring misconceptions were corrected early and ongoing feedback could be provided.

6.1.10 Attendance was currently at 94% with a target of 96%. The national average was 92%. Leadership and office staff monitored attendance as a priority and measures were put in place for serial absentees with meetings held with the Headteacher and external agencies on board for those who need more assistance to maintain attendance.

6.1.11 A large number of enrichment opportunities had taken place including spiritual day which explored pupils' spirituality and included giving gifts in the local community. A concert

took place for world vision day and the cultural festival was taking place in the next few weeks.

6.1.12 There had been 1 suspension this term for physical aggression. Support had been put in place for the pupil and parents with external agencies being on board and an improvement had been seen. In previous terms 1 child had been suspended a number of times, there had been a marked improvement with this child due to the hard work work staff working together with the parents of the child and external agencies.

6.1.13 There had been no racist incidents, no Harmful sexual behaviour and no cases of bullying. 4 Children were on behaviour plans.

6.1.14 There were currently 0 looked after children, 1 child with a CP plan, 7 with a child in need plan and 3 under social workers. This was across 3 different families and all were being worked alongside the external agencies.

6.2 SDP review

6.2.1 Governors acknowledged receipt of this item

6.2.2 JH noted that it had been a successful year with all actions and targets having been met.

6.3 Admission Report

6.3.1 Governors acknowledged receipt of this item

6.3.2 It was noted that there were still places to be filled, this was a borough wide issue in older years particularly. Reception and year 1 were both filled but there tended to be movement in the older year groups as families left the borough due to housing costs.

Question: There is 17 pupils with additional needs starting in Reception, is this a large number

Answer: There is a high number of additional needs across the borough, the pupils will have different levels of need and the SENCO has completed visits with all to understand this and ensure provision is in place

Question: If a child moves school due to SEN is this the school or parents choice?

Answer: It is always the parents decision. Places in specialist schools are limited and some parents would prefer to remain in mainstream school.

6.4 Reviewed Pupil Premium Report

6.4.1 Governors acknowledged receipt of this item

6.4.2 The ALPs are doing a number of projects with pupil premium pupils including young transformers and a number of extra curricular events

6.5 Reviewed Sport Premium Report

6.5.1 Governors acknowledged receipt of this item

Question: Is swimming only for year 6 pupils?

Answer: It is for year 4 and completed across 3 terms . 76% of pupils achieved the 25M target this year compared to 70% last year

6.6 Meeting planner of dates 2022-2023

6.6.1 Governors acknowledged receipt of this item

6.7 Term dates 2024-2025 Draft

6.7.1 Governors acknowledged receipt of this item

6.8 RSE Report

6.8.1 Governors acknowledged receipt of this item

6.8.2 It was noted that workshops for parents had taken place with a higher uptake for the older age groups, some parents asked for further information after these workshops. CPD was in place for all teachers to ensure consistency across the subject. There had been a few parents who had chosen to remove their children from the lessons.

6.8.3 The full content of the curriculum is shared with parents ahead of the lessons and it is always age appropriate and relevant.

6.9 PE report

6.9.1 Governors acknowledged receipt of this item

Question: Is there any plans to increase the amount of time spent on PE

Answer; It is set at 2.5 hours per week. We are diversifying and developing the types of sports offered and building on the inter school and competitive sports offered.

6.10 Statutory assessment report-verbal

6.10.1 The following data was provided

KS2 Data	
	ARE
Writing	93%

KS1 Data	
	ARE
Reading	87%
Writing	87%
Maths	88%

Combined	87%
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Phonics	
Y1	98%

7. GOVERNOR VISITS

7.1 Governors acknowledged this report and thanked Michael for his visit

7. POLICIES

Governors ratified the following Policies:


- PE
- Anti Bullying
- Use of Reasonable Force

8. DATE AND AGENDA ITEMS FOR THE NEXT MEETING

8.1 Date of next meeting- 7th December 2023

The meeting closed at 10.45am.

Chair:Canon Ade Ademola..... (print)

.......... (sign)

Date:07/12/23.....

Chair's Initials: AA
