

**MINUTES OF THE MEETING OF THE
ST MARGARET'S CE PRIMARY SCHOOL LOCAL GOVERNING BODY
HELD ON THURSDAY 7th DECEMBER 2023
AT 9.30AM
VIA ZOOM**

Present: Rev Canon Ade Ademola (Chair) (AA)
Mr Hilton Idahosa (HI)
Mr Michael Lomotey (ML)

Mr Alan Harris (AH)
Mrs Alisha Anderson (ALA)
Mrs Angela Alabi (ANA)
Ms Toyin Dairo (TD)
Rev. Mark Adams (MA)
Mrs Beverley Hall (BH)
Mrs Jenni Matthews
Mr James Hollinsley (JH)

Clerk Ms Alison Brown

Summary of agreements and actions:

Minute reference	Formal agreements and/or actions identified	Named person(s) for action(s) identified	Completion date
4.1	To note appointment Rev. Canon Ademola as Chair of Governors for academic year 2023/24	Governors services	
4.2	To note appointment Mrs Alisha Anderson as Vice Chair of Governors for academic year 2023/24	Governors services	
4.3	To note appointment of all lead governors	Governors services	
7	To receive outstanding annual forms from Governors	AB	

1. WELCOME AND APOLOGIES FOR ABSENCE

- 1.1 AA welcomed all and opened the meeting with a prayer Canon Ade Ademola
- 1.2 Apologies were received and accepted from Amir Lemouchi and Emma Cherry
- 1.2 The Clerk confirmed that the meeting was quorate.

2. DECLARATIONS OF INTEREST

Chair's Initials:

AA

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

3. GOVERNING BODY

- 3.1 The Clerk confirmed that there were currently no vacancies.
- 3.2 Rev Mark Adams was ratified to the governing body

4. APPOINTMENT OF OFFICERS

4.1 Election of Chair for the academic year 2023/2024

The Clerk welcomed nominations for the position of Chair of Governors.

BH proposed that Rev. Canon Ademola be elected as Chair of Governors for the 2023/2024 academic year; this was seconded by JM. With no other nominations and no objections Rev. Canon Ademola was duly elected as Chair.

ACTION: To note appointment Rev. Canon Ademola as Chair of Governors for academic year 2023/24

4.2 Election of Vice-Chair for the academic year 2023/2024

The Clerk welcomed nominations for the position of Vice Chair of Governors. JM proposed that Mrs Alisha Anderson be elected as Vice Chair of Governors for the 2023/2024 academic year; this was seconded by BH. With no other nominations and no objections Mrs Alisha Anderson was duly elected as Chair.

ACTION: To note appointment Mrs Alisha Anderson as Vice Chair of Governors for academic year 2023/24

4.3 Election of Lead Governors

Governors agreed the following Lead Governor allocations for the academic year 2023/24:

- SEND –Hilton Idahosa
- Curriculum– Toyin Dairo
- Safeguarding- Angela Alabbi

ACTION: To note appointment of all lead governors

5. MINUTES

5.1 Governors received the minutes of the governing board meeting held on 6th July 2023 and agreed these to be an accurate record of the meeting.

6. CHAIR'S ACTION

6.1 The Chair advised the following had been ratified under Chairs action since the last meeting:

- Safeguarding policy
- Admissions Policy
- Safeguarding Policy
- Fire Procedures Policy

7. LOCAL GOVERNING BODY ANNUAL FORMS 2023/24

7.1 Governors acknowledged receipt of the following annual documents circulated prior the meeting

- Pecuniary Interest Form
- Code of Conduct Form
- Safeguarding Declaration

- Acceptable IT Agreement
- Skills Analysis Form

ACTION: To receive outstanding annual forms from Governors

8. SCHOOL ITEMS

8.1 JH Presented a maths presentation on the new maths curriculum which has been implemented at St Margaret's. There were 5 parts this- Fluency, Problem solving, Mathematical reasoning, consistently effective lessons and streamed attainment groups. . It was noted that these elements were an ongoing part of the curriculum and ensured pupils developed a deeper knowledge of the subject.

8.2.1 JM presented a training presentation. She noted that professional development was at the heart of creating teaching excellence and giving teachers the tools to ensure outstanding lessons. There were weekly headteacher lead CPD sessions which focused on different strands, for example 8 point lessons, assessment for learning. Insets were focused on curriculum development pathways and sequence of lessons. There were also Safeguarding insets focused on different aspects allowing for KCSIE updates and JCPOMS training to ensure safeguarding remains at the forefront of all staff's focus.

8.2.2 ECT's were registered with Neltsh and had an ECT lead in school who meets with them on a weekly basis. There were regular focused training sessions in place with coaching opportunities identified and clearly communicated

8.2.3 Two new ALPS had joined in September and the 2nd year ALPS were progressing well with a focus on individual projects for this term. It was noted that the ALPS programme had created opportunities for development and had impacted the school positively.

8.2.4 The DFE and Diocese run NPQ programme had 13 members of staff across the Trust registered. This was a recognised qualification on the theory behind education. The course took place during the school day and release time was given for all who were enrolled.

8.3 JH Provided a written headteachers report which he noted the following

8.3.1 A teaching and learning review had been undertaken by Sir Robin Bosher with a focus on English, Maths and Science which was very positive and showed no significant areas for improvement

Question: What scope is there for improvement?

Answer: Consistency is key, each day needs to be outstanding and we are always striving to improve on our practises

8.3.2 the school had been awarded 'outreach status' for Science which allowed St Margaret's to provide support to other schools. External professionals were providing online lessons and Morgan Stanley coders were attending the school to present on stem topics. The school had reached finals of a regional F1 competition and TechSheCan clubs for selected pupils were taking place.

8.3.4 A number of projects had taken place for black history month exploring the theme of black womanhood. Students were able to explore the lives of various influential black women

and the impact that their legacy has had on the world. These had been very well received by both students and parents.

8.3.5 CPD was ongoing with a focus on high-quality delivery of the curriculum and safeguarding.

8.3.6 A new filtering and monitoring system had been introduced on top of the filter already provided by LGFL which picks up any inappropriate language and allowed SLT to monitor exactly what was being typed and send screenshots to allow immediate conversations to take place.

8.3.7 There have been 3 suspensions this term, 1 is a child with complex needs, multi agency support is in place and alternative provision has been provided. There were 2 incidences of harmful sexual behaviour, both rated as amber on the traffic light system. In both cases, the MASH team were contacted to check that no further outside agency involvement was required, all parents were contacted with face-to-face meetings, risks for all individuals were assessed and actioned and all pupils were provided 1:1 sessions to reflect on the incident and be supported.

Question: Has the number of children of concern increased?

Answer: Not increased, some children have moved onto plans and some moved off

8.3.8 The courageous advocacy project was continuing with each year group taking part in different projects intended to become courageous advocates for change. The school had applied for school of sanctuary status and a sponsored refugee family had arrived in the UK and were being provided with support from the Trust. The BBC had picked up on this story and were interviewing Mr Lemouchi this week.

8.4 SDP 2023-2024

Governors acknowledged receipt of this item

8.5 Pupil Premium Report 2023-2024

Governors acknowledged receipt of this item

8.6 PE and Sport Premium Report 2023-2024

Governors acknowledged receipt of this item

8.7 End of Year Data

Governors acknowledged receipt of this item

Question: The school is doing really well against the national average so where do we benchmark against?

Answer: The government produces progress measures and we look internally at progress from foundation to KS1, KS1-KS2. We look nationally and locally at individual year groups. We are aware that good SATS results are linked with good GCSE results and always ensure our pools achieve the best that they can. We are not eligible to be measured against other Trusts until next year so it will be interesting to see where we sit when that happens. The outcomes compared to 5 years ago when TS Margarets joined the Trust is huge. In 2017 KS2 combined GDS was 27% and it is now 88%.

Thanks were noted to all staff from the Governing body for their continued hard work

9. POLICIES

Governors ratified the following Policies:

- Learning Environment
- Teaching and Learning
- EYFS Reception
- ECT policy
- Pay Policy
- SEND
- SEND Complaints Policy
- SEND information report
- Supporting Pupils with medical conditions
- Children with health needs who cannot attend school
- RSE policy
- Inclusion

10. GOVERNORS' TRAINING

10.1 Governors service to send all governors training programme

11. DATE AND AGENDA ITEMS FOR THE NEXT MEETING

11.1 Date of next meeting 7th March 2024 at 9.30am via Zoom

The meeting closed at 11am.

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

.....  (sign)

Date:07/03/2024.....

Chair's Initials: AA
