

CARR JUNIOR SCHOOL
Minutes of the Meeting of the Local Governing Body held on
Tuesday 25th April 2023 at 1pm

Present	Kate Smithson (Chair) Vicki Kerr (Headteacher)	Annie Croft Garry Flitcroft
In Attendance	Laura Winston (Deputy Headteacher) Alison Knowles (School Business Manager) Sophie Triffitt (Clerk/Governance Advisor)	

	Action
<p>1. <i>Welcome, apologies for absence and conflicts of interest (previously distributed)</i> The Chair welcomed everyone to the meeting.</p> <p>Apologies were received and accepted for Ms Rampling and Ms McKenna.</p> <p>There were no conflicts of interest to note.</p>	
<p>2. <i>Wellbeing Ambassador Update</i> Five student Wellbeing Ambassadors attended to provide an update to governors which included an introduction, how they became wellbeing ambassadors and the first initiatives they wanted to implement (letter to the site manager for buddy benches, posters to promote wellbeing and delivering a wellbeing assembly).</p>	
<p>3. <i>Minutes from the FGB meeting held on 14th March 2023 (previously distributed)</i> The minutes of the meeting held on the 14th March 2023 were agreed as a true and accurate record and approved.</p> <p>Challenge: A governor asked if the writing staff voice and lesson observations had taken place. The Headteacher confirmed that they happened at the end of the spring term. Lesson observations identified a need to review the drafting element of the writing approach and staff voice raised issues around structure of approach. Changes have been implemented to incorporate elements of the new and old approach with drafting returning to the previous approach and children producing full pieces of work. Staff feel more confident with the changes made and that children will be writing more and more independently.</p> <p>Challenge: A governor asked for an update on the nurture provision. The Headteacher confirmed that the development of the Children's Centre room was nearly complete and offered to show governors after the meeting. The plan up to the end of the summer term was to open the nurture provision for three days a week (Tuesday, Wednesday, Thursday) and it will be staffed by a HLTA with a music specialism who will be supported by a HLTA / TA to ensure there is always two members of staff. From September Ms Morris will be based full time at Carr Junior and will do three days per week SENCO and two days managing the nurture provision. In response to a governor the Headteacher confirmed there were eight children on the list for the nurture provision but at most there will be five children in the same session at one time.</p> <p>Challenge: A governor asked for an update on the swimming pool. The SBM informed governors that work was due to start on the boiler / pipes at the end of May 2023. In response to a governor the SBM confirmed that the Director of Estates was leading on the works. A governor recorded thanks to the SBM for managing communications with the swim schools.</p> <p>Mr Flitcroft left the meeting at 1.30pm.</p> <p><i>Matters Arising and Actions</i> Action 1: The action was carried over. Action 2: The Headteacher reported that she had reviewed the 12 'would not recommend the school' questions and comments and found no specific reasons or trends noting that some had strongly agreed positively through the survey but selected no to would you recommend the school. The Headteacher had discussed the responses with the Trust</p>	

Executive Team who had no concerns on the level of responses. A governor suggested adding the option to put contact details if parents had anything they wanted to discuss further.

4. Headteacher Report / Pulse (previously distributed)

Challenge: A governor asked when the BRAG data would be updated. The Headteacher explained that the mock SATs data was now available and would feed into the next report. The Headteacher reported an improved position for the Year 6 BRAG and noted that the Year 4 BRAG process has started and is reporting similar levels to Year 5.

Mr Flitcroft returned to the meeting at 1.42pm.

Attendance

Challenge: A governor noted that the persistent absence data had improved. The Headteacher informed governors that the daily attendance rate for that day was 97.9%. Mondays and Fridays tend to be the days with the lowest attendance and the Headteacher is looking into a therapy dog being in school on Mondays to encourage attendance.

Safeguarding

The Headteacher highlighted that the number of restraints had continued to rise and were linked to one child who will move to specialist provision in September, but the number of incidents were reducing.

Data (previously distributed)

In response to a governor the Deputy Headteacher and Headteacher explained that the baseline was how the child / cohort finished the previous year group noting that there is a significant leap between Year 4 and Year 5 curriculum which is generally shown through a dip in data at autumn of Year 5.

In response to a governor the Headteacher explained that the data averages are raw scores from test papers which are reviewed at pupil level in pupil progress meetings and to monitor any disparity between classes.

The Headteacher explained that the Trust will be moving to a South Bank system for data and data collection for 2023/24.

Challenge: A governor requested a session on data when the new system is implemented.

Mr Flitcroft noted a correction on the 6J class data suggesting that that the spelling and grammar data should be switched and that it may impact the overall total.

In response to a governor the Headteacher confirmed that there is flexibility in the approach to group work for English and Maths depending on the needs of students.

The Headteacher and Deputy Headteacher explained that end of term assessments for Years 3, 4 and 5 were being reviewed as the data was not aligning with what was being seen in lessons, books and pupil voice. Year 6 use past papers so was a nationally benchmarked assessment which provided easier tracking of steady progression through the year.

The Headteacher explained that the Year 6 BRAG process has supported a greater understanding of what support Year 6 need and in addition to the Year 5 BRAG the process is being implemented for Year 4 and will be used as part of the transition process to Year 5.

5. School Improvement Plan Monitoring (previously distributed)

In response to a governor the Headteacher explained the approach of the South Bank Thinks assemblies noting that the children are engaged with and enjoy the sessions.

A governor asked for detail of the class strategy posters. The Headteacher suggested showing governors the poster after the meeting.

Challenge: A governor asked if the number of maternity leaves and supply staff makes it difficult to manage all the roles needed in school and maintain the Carr Junior approach. The Headteacher confirmed it is difficult and that the Headteacher has taken on the

	<p>Writing Lead role. There is currently no one to lead on PE and Music for the South Bank celebration events so these roles fall to SLT. There is also work to do in terms of developing staff in the Carr Junior way i.e., approach to behaviour and Maths.</p> <p>Challenge: A governor asked for an update on the rapid catch-up Phonics interventions. The Headteacher reported that through observations a need was identified to develop staff confidence and there will be some peer observations. A timetable tweak was needed to provide time for staff to prepare for the sessions and the children are using the strategies they are learning in lessons.</p> <p>In response to a governor the Headteacher confirmed that the Wellbeing Policy had not proactively been shared with parents but was on the school website.</p> <p>Challenge: A governor asked if the data had been shared from the Wellbeing in Mind parent sessions. The Headteacher confirmed the data had been received and that two themes identified were emotional regulation of children and transition.</p> <p>Challenge: A governor asked if there was good attendance at the parent coffee mornings. The Deputy Headteacher confirmed that no one attends so was looking at moving days or asking the Wellbeing in Mind team to run specific workshops i.e. sleep or anxiety.</p>	
6.	<p>Governance</p> <p>Link Governor Report</p> <p>There were no link governor visit reports.</p>	
7.	<p>Finance (previously distributed)</p> <p>The Headteacher and SBM met with the CFO and CEO on 24th April 2023 to review the budget and discuss future planning. The SBM noted that the budget has been impacted by the lack of income from pool lettings, the provenance kitchen not being up and running and pay awards so the £8k in year surplus moved to a deficit position.</p> <p>The CFO and CEO had emphasised that a deficit budget could not be set for 2023/24. The SBM expected more Pupil Premium and SEND funding for 23/34 and there would be a need to increase lettings and wrap around provision charges.</p>	
8.	<p>Risk Record (previously distributed)</p> <p>Governors had no questions or challenges on the risk record.</p>	
9.	<p>Policies for Review</p> <p>There were no policies for review.</p>	
10.	<p>Any Other Business</p> <p>LGB Schedule</p> <p>Governors supported a move to four meetings per year for 2023/24 (September and the end of each term) subject to regular attendance from governors and governors making link visits and submitting reports.</p> <p>Library</p> <p>The Deputy Headteacher updated governors on the purchase of an old London bus which will be outfitted as the new library and would be on site over the summer, if not sooner.</p>	
11.	<p>Vision and Values – does governor business reflect / impact the Vision and Values (previously distributed)</p> <p>Governors reflected on how governor business supported the Vision and Values.</p>	
12.	<p>Future Meetings / Diary Dates (previously distributed)</p> <p>Monday 12th June 2023 10am</p>	<p>Meeting closed at 2.37pm</p>

The minutes were approved at LGB on 12th June 2023
Approval

CARR JUNIOR SCHOOL
Action Plan
Tuesday 25th April 2023

	Action	Item	Who	When
1.	Governor/s to attend a staff meeting which are held on Monday and Friday at 8.30am.	4	Governor/s	April 2023

June Meeting

APPROVED