

Ruardean C of E Primary School

Minutes of the Governing Body Meeting held on Wednesday 13th July 2022 - Hybrid Meeting – Face to Face in school and via MS Teams

Present:

Simon Manning (SM) (Head)	Dan Beard (DB) (Chair)	Vicky Barnes (VB)
Natalie Williamson (NW)	Peter Lucas (PL)	Tony Hughes (TH)
Charlotte Hughes (CH)		

Apologies: Rev Clare Edwards (CE), Emma Smith (ES), (VB), Matt Bishop (MB), Tanya Haigh (TaH)

Not in Attendance: Lynn Pope (LP)

Item No:	Action										
88.21/22	The chair opened the meeting at 7.00pm <u>Apologies</u> Accepted										
89.21/22	<u>Declarations of Interest</u> There were no declarations of interest for this meeting.										
90.21/22	<u>Election of Chair/ Vice-Chair for Academic Year 22/23</u> The Clerk advised that no nominations had been received prior to the meeting, and that nominations could be put forward at the meeting. The current chair and vice-chair voiced that they would be willing to continue in the roles for the next academic year, having only recently taken on the positions. This proposal was put forward to the board and fully agreed. Outcome for Academic Year 22/23: <ul style="list-style-type: none"> • Dan Beard – Chair • Tony Hughes – Vice-Chair 										
91.21/22	<u>Minutes and actions of last meeting/matters arising</u> <u>Summary of Action Points:</u> <table border="1"> <tr> <th>Item No:</th><th>Action</th></tr> <tr> <td>44.21/22</td><td><u>RAP/SDP/SEF</u> All members to read and familiarise themselves with the RAP and SEF - Ongoing – standing item at the FGB.</td></tr> <tr> <td>48.21/22</td><td><u>Safeguarding</u> KB to re-send activation codes and reminders to board members who have not yet completed sign-off of relevant safeguarding documents: Completed – Ongoing monitoring in place. Individuals will be contacted as required</td></tr> <tr> <td>76.21/22</td><td><u>Headteachers Report</u> Governors were requested to post questions/challenges in shared document or send to the clerk to post as to avoid duplication of questions: Completed – Feedback was that this worked well as members could see questions and responses prior to the meetings.</td></tr> <tr> <td>74.21/22</td><td><u>School Improvement</u></td></tr> </table>	Item No:	Action	44.21/22	<u>RAP/SDP/SEF</u> All members to read and familiarise themselves with the RAP and SEF - Ongoing – standing item at the FGB.	48.21/22	<u>Safeguarding</u> KB to re-send activation codes and reminders to board members who have not yet completed sign-off of relevant safeguarding documents: Completed – Ongoing monitoring in place. Individuals will be contacted as required	76.21/22	<u>Headteachers Report</u> Governors were requested to post questions/challenges in shared document or send to the clerk to post as to avoid duplication of questions: Completed – Feedback was that this worked well as members could see questions and responses prior to the meetings.	74.21/22	<u>School Improvement</u>
Item No:	Action										
44.21/22	<u>RAP/SDP/SEF</u> All members to read and familiarise themselves with the RAP and SEF - Ongoing – standing item at the FGB.										
48.21/22	<u>Safeguarding</u> KB to re-send activation codes and reminders to board members who have not yet completed sign-off of relevant safeguarding documents: Completed – Ongoing monitoring in place. Individuals will be contacted as required										
76.21/22	<u>Headteachers Report</u> Governors were requested to post questions/challenges in shared document or send to the clerk to post as to avoid duplication of questions: Completed – Feedback was that this worked well as members could see questions and responses prior to the meetings.										
74.21/22	<u>School Improvement</u>										

	<p>KB to send out a calendar of school events taking place next term to all members.</p> <p>Completed: All members were invited to attend the End of year celebration and leavers service at the church from 9.45am on 20/07/22</p>
74.21/22	<p><u>School Improvement</u></p> <p>To add end of Key Stage SATs monitoring into monitoring visits calendar for 22/23.</p> <p>Carried forward – Monitoring visits calendar for 22/23 is currently in development</p>
74.21/22	<p><u>School Improvement</u></p> <p>Governors to contact NW to arrange monitoring of the Multiplication Times Table Check .</p> <p>Update: No further action. It was agreed that as this was the first time, and it was conducted on 1:1 having an extra adult in the room may have caused a distraction or additional worry for the student.</p>
75.21/22	<p><u>Committee Minutes & Feedback</u></p> <p>To hold a meeting to review committee structure and timings.</p> <p>Update: Discussed under item 102.21/22</p>
75.21/22	<p><u>Committee Minutes & Feedback</u></p> <p>To email/survey all governor's regarding timings and attendance of meeting. Completed – Meeting dates and times discussed under item 102.21/22</p>
76.21/22	<p><u>Governor's Budget Plan (GBP)</u></p> <p>Approved GBP to be submitted to GCC strategic finance team by 27/05/22.</p> <p>Completed</p>
76.21/22	<p><u>Governor's Budget Plan (GBP)</u></p> <p>Copy of the 22/23 approved budget plan to be added to Governor's page on the school website:</p> <p>Completed</p>
79.21/22	<p><u>Safeguarding</u></p> <p>KB to send DB booking details for safer recruitment and safeguarding for governors training:</p> <p>Completed and booked</p>
80.21/22	<p><u>Wellbeing</u></p> <p>LB/NW to regularly monitor wellbeing and feedback to the board:</p> <p>On-going</p>
81.21/22	<p><u>Governor Training/Development</u></p> <p>MB to be sent a copy of the skills audit checklist:</p> <p>Completed</p>
81.21/22	<p><u>Governor Training/Development</u></p> <p>KB to send a new date to all for the triangulation exercise meeting re: curriculum:</p> <p>Completed</p>

82.21/22	<u>Governor Training/Development</u> To arrange a date to meet and collate "Ofsted Information Box" – Completed: All information is available on SharePoint and can be collated when required
83.21/22	<u>Governor Vacancies/Recruitment/Appointments</u> KB to draft clerk advert and discuss recruitment options further with DB/SM. Completed- Discussed further under item 101.21/22
84.21/22	<u>Set/Agree Meeting Dates – Next Academic Year</u> Governors to be surveyed on preferred meeting dates and times To arrange a separate meeting to plan and discuss and agree meeting dates. Completed – Discussed further under item 102.21/22
85.21/22	<u>Review GB Annual Timetable</u> To arrange a separate meeting to plan and discuss Carried Forward: To be reviewed and edited at strategic planning workshop and edit as required – see item 103.21/22
87.21/22	<u>Governor ID Badges</u> Governors to send KB a photo for ID badge. Carried Forward: To be completed in September along with any new staff as to reduce ordering and postage costs

The minutes of the FGB meeting held on 22nd May 2022 were agreed and signed (virtually) by the Chair.

92.21/22

Headteacher's Report

SM gave an update on the Headteacher's report on the areas which had not been covered in committees. A full copy of the report can be viewed [HERE](#)

Questions/Challenges Raised:

Q: Insight report shows 3 incidents of threatening behaviour towards a staff member, I have not seen this come up previously. Is it possible to have some context on this? Is it the same child/teacher for all three incidents? What actions have been taken to prevent further incidents? What support has been offered to both parties?

A: As part of our process for recording more challenging behaviours on MyConcern we have decided to use this particular description for this child. These incidents are with the same child and the two job share teachers in the class. The child is new to our school, and little is known about the history. However, the previous school have shared, verbally, their safe safeguarding concerns. We have chased the previous school three times to get the safeguarding files. Staff and parent are being supported appropriately.

Q: Insight report shows a big reduction in both wellbeing and welfare concerns which is great. What has changed in the last term to have this positive impact?

A: We still have the same procedures and support in place as previous terms. We feel that this might be an accumulative effect of all the hard work this year with ELSA and referrals to YMM, TIC+, Early Help and CAMHS.

Q: KS1 SATS – Previous data comparisons are difficult to make due to disruptions to learning during the pandemic, but the Writing is lower than previous years and against national average. Is the reasons for the lower scores understood, and what

interventions are in place to get the children to the required level (and beyond) in KS2?

A: *At this time, the national average for 2021/22 is not known. Our analysis of the children's writing against the SATS criteria, alongside our Big Write assessments, provide detail of areas that children may need support on. Mrs Rylatt has already relayed this information onto Miss Williamson so planning and teaching will be adapted in Year 3 to support those children and those specific areas.*

Q: KS2 SATS – Again, it is difficult to make comparisons with previous data, but the Maths is lower than previous years and against national average. Is the reasons for the lower scores understood, and what interventions are in place to get the children to the required level?

A: *Mrs Haroun (Maths Lead) will complete a detailed analysis of the completed SATS papers to identify any common trends. We will then use this information to see if this is a common gap in learning for the children in KS2. Planning and teaching can then be adapted to meet these needs.*

Q: From Ian Harts update – It is good to see the positive feedback in terms of lesson observations. Where can see what action is being taken against Ian's recommendations?

A: *Feedback has been shared with Maths lead so Mrs Haroun will be able to support colleagues to ensure manipulatives (resources and toolkits) are available at the table and are being used effectively. Follow up monitoring by Maths lead and SLT will report on progress and effectiveness. Where teachers need specific support for planning/teaching, this will be provided by subject leaders/SLT.*

Q: Will the board be made aware of maths development and progress?

A: *Yes, updates will be included in Headteacher's, and Subject Leaders reports and can be followed up at governors monitoring visits. Maths data will be shared at the next P&S committee meeting at the end of September as the information will be available through the Analyse Schools Performance website (ASP).*

Q: From the pupil wellbeing survey, what are the key takeaways for Ruardean? Does this change anything that we already do?

A: *As per my HT report, SLT and staff have not yet had the opportunity to look at this in any detail. It has briefly been discussed about how we could further utilise the sports premium funding to address children's perception and participation in physical activity as this scored low in survey.*

Q: Attendance - overall attendance is remaining around 92%, is it the same children off? Are any interventions in place still effective or do they need reviewing?

A: *Persistent absence has been reported on HT report. Interventions to support attendance are still in place and are having a positive impact. The number of persistent absences is down from six children in the May HT report to 2 children in the July HT report.*

Q: Attendance – There is an upward trend in unauthorised attendance across whole school and PP, is this reflective of the holiday season? Or are there other reasons? A: *We have an increased number of families that have booked holidays during term time. During the last academic year, we had some flexibility with regards to holiday requests (due to the impact of Covid on families, lock downs, etc). This academic year we have not been able to approve these requests unless there have been exceptional circumstances, such as a family wedding or funeral.*

Q: EYFS Report – Monitoring – Whilst the monitoring plan is detailed? How do we know if the monitoring is effective across all the team members? What is the cadence for monitoring?

A: *HT has completed monitoring across the team members, and this has been reported to the Project Group. The PG verified that monitoring demonstrated that teaching across the week was effective. Monitoring has been repeated in the Spring and Summer term*

Q: *EYFS Report - With the job share in Reception, how will the team ensure consistency of teaching across both teachers?*

A: *As per monitoring statement above. Staff also use the shared OneDrive for planning documents to aid communication. Job Share has a Wednesday overlap so there is plenty of face-to-face communication then. The 'learning floor books' used are also an effective way of communicating within the team.*

Q: *EYFS Report – In terms of the barrier section, what is being done to help support the removal of barriers? If the barriers cannot be removed what is being done to limit the impact? What is the impact of not removing the barriers?*

A:

- *RWI approach has proven to be effective and will continue next year, however with the larger number of children and a full time TA the teaching of Phonics will have a smaller impact on EYFS curriculum time.*
- *See response to EYFS question towards the end of this document with regards to speech and language*
- *From September Willows will not be mixed age class due to 13 YR children starting. This has always been our preferred model, but we were unable to sustain this for 21/22 due to only 5 YR joining in Sept 21*
- *IT problems have been addressed.*

Q: *Art Report – Taking note of the barrier about limited time – Is there a way of bringing Art and Design into other areas of learning. Is there anything in the children progress maps that indicate that learning maths/english (for example) through the use Art/design/drama may increase progress?*

A: *This question will be forwarded to the subject lead for feedback at the next meeting*

No further questions were raised regarding the report.

SM went into further detail regarding the EYFS good level of development progress made (as detailed in his report) which is not reported LA or DfE for local and national benchmarking, but results are recorded on SIMs and INSIGHT, so that progress can be tracked and monitored.

SM highlighted the following end of year/ Key Stage assessment results:

Y1 phonics – 84% meeting expected standard – National not yet known - Y2 retakes: 100% passed.

KS1 SATs – Reading; 72% achieved expected standard– this would have been 90% without the three new pupils who joined the school during the latter part of the school year – This is broadly in line with national figures for 28/19 but again national figures have not yet been published for this year.

Writing will be a priority for improvement in the next academic year, as 36% Y2s achieved the expected standard. SM advised that it is believed that writing has been the most greatly impacted nationally due to the lockdowns and disruptions to learning (although national results are not yet available – feedback from other schools and school improvement advisor implies that this is the case).

93.21/22	<p>Looking back at current Y2s disruption to learning regarding writing - when they were in Reception they missed most of the spring /summer term 2020 due to the first lockdown, which is known to be the two terms when the greatest progress is made. When they moved to Y1, writing was reassessed at the start of 20/21, and at that time it was well below the expected standard. (It has since been identified that writing was one of the most difficult areas to develop when delivering remote education). Following returning from the second lockdown in 2021, students were assessed again - This identified that writing standards had fallen further – For 21/22 Y2 students, writing was set as a priority focus with various catch-up sessions and interventions being delivered. At the end of Y2, a good amount of progress had been made with 3 of the 13 mainstream Y2 students were just below the achieved the standard, which would have taken to the overall result to 55%.</p> <p>Mrs Rylatt is handing over the Y2s to Miss Williamson and discussions, meetings, students' observations, and book looks have already taken place, and writing will be a priority going forward– They will be accessing phonics-based learning in Y3 due to the gaps, such as RWI: Get Writing!</p> <p>KS2 SATs: Maths - 3 out of 12 did not quite meeting the standard, However, generally huge progress has been made despite barriers to learning over the last few years.</p> <p>Grammar, Punctuation and Spelling is not reported nationally – 50% achieved the standard.</p> <p>Key Stage 2 progress measures will be available in September on the ASP (Analyse School Performance) website. This will enable us the school to review progress against the national average.</p> <p>All end of year assessments and SATs result are reported to parents with the end of year reports. Parents do have the opportunity to give comments using the feedback form provided or can meet with the teacher to discuss.</p> <p>Action: SM to update board on end of year results against 21/22 national figures in next Headteacher's report</p> <p><u>School Improvement Project Group Feedback/RAP</u> Notes from the last meeting were circulated to the board prior to the meeting. SM reported that at the last Project Group meeting monitoring of PlanBee resources was shared. A new RAG rated system will be in place from September which does make it more difficult to identify milestone progress at this time. There are action points to follow up, which SM will report back on at the next meeting.</p> <p>Links to the updated RAP and SEF were circulated prior to the meeting.</p> <p>The RAP forms the SDP, which is coming to an end point, therefore will need revisiting and developing in the next academic year.</p> <p>The SEF had been partly updated, and will be fully updated once ASP data is provided.</p> <p>Action: Governor strategic workshop to be planned develop new RAP/SDP</p> <p>Update on findings from last School Improvement Advisor's last visit: Ian Hart visited 20/6/22 where he reviewed Phonics and Maths - (See Headteacher's report for further details).</p>	<p>SM</p> <p>DB/TH</p>
----------	---	------------------------

94.21/22	<p>In brief: Phonics – overall excellent – all are keeping to RWI programmes which is having rapid impact on student’s progress, he noted fluency was good. He also looked at White Rose Maths and observed consistency and effective teaching where prior knowledge is revisited to embed learning.</p> <p>Ian put forward improvements to consider – audits of strategies and tools used for so to maximising use of learning time. He is booked to revisit during the third week in September to review English</p> <p><u>The New Schools Bill – Strategic Planning</u></p> <p>A discussion took place regarding the direction of travel for the school following the new school’s bill requirement that by 2030 all schools will need to be part of an academy trusts.</p> <p>This will be a standing agenda item for discussion by the board going forward.</p> <p>SM gave feedback on information from Kirsten Harrison (Director of Education for LA), who attended the last WGSP heads meeting to present a project plan that GCC has developed to deliver the academisation programme.</p> <p>The current plan is split into three phases:</p> <p>Phase 1: Between 2022/25 – There are two priorities - 1: To look at existing MATs strengths/capacity - schools to identify preferred providers – 2: Schools to engage in communications with providers.</p> <p>Phase 2: Between 2025/27 – schools will be encouraged to join –</p> <p>Phase 3: 2027/30 – This will be the “mop up” phase for those schools who have not yet academised.</p> <p>A further meeting is planned 19th Oct 2022 to discuss the first phase further – At this time schools can be proactive by looking at various models to decide best fit.</p> <p>Advice given was that schools should not rush into academisation as not all academy trusts have capacity at this time, but boards should be forward planning now.</p> <p>SM informed the board that at the meeting, two headteacher’s who had recently joined DGAT gave very positive feedback on the process and the benefits they had encountered so far. Both schools had made improvements since joining. They had received more headteacher support and better assistance from central services such as HR and school buildings maintenance and management, allowing them to focus more on developing teaching and learning. In addition, each of the schools had retained its own identity.</p> <p>SM advised the board that the onsite C&I Centre provision will need to be carefully considered during the conversion process. SM had learned that another school with a C&I centre had recently joined DGAT and they have adopted the remit for accessing the centre, whereas other C&I centres in the county who joined other academies, have had this changed and are now mixed SEN/SEMH rather than specifically for children with autism/C&I Needs.</p> <p>Q:Do we have many options ?</p> <p>A: <i>At this time, it is too early to say, Dene Magna Secondary school has recently partnered with Drybrook Primary, but are not currently in a position to expand. This may change in time. Lydney C of E has recently formed a trust with other local schools . DGAT has information on their website regarding joining them .</i></p> <p>It was agreed that as a C of E school, further information from the Diocese would be worth exploring initially.</p>	
----------	--	--

	<p>Actions: Chair to contact Jo Hunter (Interim Director of Education for the Diocese to invite to a board meeting to discuss academisation conversion.</p> <p>All members to review academisation conversion information on the DGAT website: https://www.dgat.org.uk/</p> <p>Q: What will happen to the current Governing Board? A: <i>The current board would be dissolved, and the trust board may decide to set up one or more Local Governing Boards (LGBs) to oversee an academy or group of academies (sometimes grouped by region) in the academy trust. The trust board will decide which, if any, governance functions they will delegate to LGBs.</i></p>	DB ALL
95.21/22	<p><u>Committee Minutes & Feedback</u> <u>Resources Committee</u></p> <ul style="list-style-type: none"> ➤ Accounts & PPA report reviewed. ➤ SFVS – This will start again in September to be completed by 31/03/23 ➤ Pupil Premium (PP) – VB had completed a monitoring visit the day before the meeting- report to be completed and circulated. It is now planned that VB will complete a PP monitoring visit once a term with different focuses – next visit will be to look at PP and SEND. ➤ Premises – members completed a brief walk around the site – it is planned to complete a full site inspection using the audit toolkit next term alongside the new caretaker ➤ Parking in playground – A letter will be drafted to staff including nurse regarding this. ➤ GCC catering – New contract awarded to Caterlink. ➤ Landscaping – Has been improving and any issue are quickly resolved ➤ Cleaning – There have been numerous concerns regarding the quality of cleaning. This included cleaners not attending or ensuring the site is left safe and secure on several occasions – This will now be escalated up through the contract management team for resolution. ➤ Charging policy – Agreed – To be added to the website. ➤ New website – members were given a first look at the upgraded website which will be more accessible. This will be launched in September <p><u>Parents and Community</u></p> <ul style="list-style-type: none"> ➤ Christian Distinctiveness: Discussed SIAMs training attended by CE, SM and Mrs Rylatt (RE Lead) – SIAAMs inspection due in 23/24 ➤ Stakeholder Engagement – Upcoming school events were discussed along with feedback from event held earlier in the term ➤ Safeguarding : Findings from the recent audit were reviewed <p><u>Performance and Standards</u></p> <ul style="list-style-type: none"> ➤ Reports from Subject Leaders – EYFS & Art and Design were reviewed ➤ HT report: relevant sections of the report were reviewed in detail ➤ Complaints Policy: Agreed - To be added to the website ➤ Monitoring visits: -ES recently completed reading visit – report circulated 	
96.21/22	<p><u>Policies:</u> Nothing to report</p>	
97.21/22	<p><u>Safeguarding</u></p> <p>a. Safeguarding Audit – A copy of the audit report was circulated to members prior to the meeting. SM,DB and KB attended the visit and feedback to the board that it was a useful exercise. Findings evidence that the school has a good level of safeguarding management in place. A few suggestions and</p>	

	<p>tweaks to policies and procedures were put forward in preparation for the KCSiE 22/23 update</p> <p>b. KCSiE 22/23 update: The updated version of KCSiE will be shared with members for sign off via MyConcern when live in September – SM will deliver a safeguarding briefing and overview of the changes to all staff at INSET on 05/09/22 – All governors are welcome to attend the session from 9am and should familiarise themselves with the updates.</p>	
98.21/22	<p>Wellbeing</p> <p>Staff: NW reported that the new schemes of work have reduced workload which has had a positive impact on teachers' wellbeing.</p> <p>Students: ELSA – Mrs Bailey will be increasing capacity to cover the whole school due to the current KS1 ELSA going on maternity leave – ELSA's need to complete extensive training before being able to practice, therefore the school is unable to delegate to other staff members, however WGSP are looking into various options of succession planning for absences such as partnering with other schools who may have ELSA capacity.</p> <p>Next steps: To revisit the staff wellbeing survey in the new year</p> <p>In school Mental Health First Aiders to be trained – (Possible whole school twilight INSET session).</p> <p>NW to monitor wellbeing and feedback to board regularly.</p>	
99.21/22	<p>Governor Training/Development</p> <p>a. Skills Audit – Diocese training for Governors in C of E schools has been booked for September. Date to be confirmed</p> <p>b. Triangulation Exercises - Curriculum review completed at last session : This is available on SharePoint – Governors were reminded to review as it (along with the other completed exercises) will provide useful resources prior to or during an Ofsted inspection</p> <p>c. Creation of an Ofsted Information Box. - Completed</p> <p>d. Feedback from the recent training. - Nothing to report</p>	
100.21/22	<p>Governor Monitoring/Visits</p> <p>Several visits have been completed in the last few weeks. Completed reports have been shared onto SharePoint for all to view. SM advised that he has found the critical friend challenges and questions completed by governors at the visits useful and reassuring.</p>	
101.21/22	<p>Governor Vacancies/Recruitment/Appointments</p> <p>a. Current:</p> <p>i. 1 x LA Governor – Posts advertised in local secondary schools. DB will contact Governors Services again for updated on nominations.</p> <p>b. Upcoming:</p> <p>a. Parent Governor – 09/10/22 – Nomination requests will be sent out in September.</p> <p>b. 2 x Co-opted – Louise Bailey has resigned with immediate effect and Matt Bishop has requested to move to an associate member due to other commitments – Agreed.</p> <p>Action: Co-opted roles to be advertised on the school website, in the newsletter, on local and governor social media community pages, social and on Governors for Schools and Inspiring Governance websites</p>	KB

	<p>c. LA Appointed: Roz Sykes term of office is ending on 31/07/22. Charlotte Hughes will be stepping down at the end of the academic year. CH was thanked for input and support.</p> <p>d. Succession planning:</p> <p>i. Clerking 22/23 - Vacancy from 31/08/22. Role to be advertised. – Closing date 09/09/22. Information regarding an independent clerking service has been shared to all members for consideration. Governor services have advised the chair that if the vacancy is not filled to contact other schools to see if clerks have capacity.</p> <p>Action: Advert to be placed on GCC recruitment site, DfE job vacancies site , on the school website and newsletter and circulated on local social media community pages</p> <p>ii. Associate Members : Terry Baldwin has now stepped down due to retiring from his role in the school. Matt Bishop appointed as an Associate member</p>	KB
102.21/22	<p><u>Set/Agree Meeting Dates – Next Academic Year</u> Meeting dates agreed – It was also agreed that the Performance and Standards and Parents and Community committee will be combined into one committee from next year and the committees’ attendees and structure will be reviewed.</p> <p>Meetings will take place on separate evenings to allow for a better work/life balance.</p> <p>The Performance, Standards and Community Committee meetings will take place on the Thursday three weeks prior to the main meeting from 4.30pm</p> <p>The Resources Committee meetings will take place on the Thursday two weeks prior to the main meeting at 4.30pm</p> <p>Full Governing Body Meetings will start at 7.00pm</p> <p>Actions: Terms of Reference for all committees to be updated at next meeting</p> <p>Meetings calendar to be circulated to all members</p>	VB/TH KB
103.21/22	<p><u>Review GB Annual Timetable</u> Action: To review and amend annual timetable during strategic planning workshop</p>	ALL
104.21/22	<p><u>Review of the Governing Body’s Performance / Impact :</u> <i>Discussion- How has governance influenced outcomes for the whole school over the last year?</i> DB will be putting together a governance impact statement to share with the school community in September.</p> <p>Action: All members to send through governance impact statements through to DB that can be incorporated into the document to be published</p>	ALL
105.21/22	<p><u>Correspondence</u> Nothing to report.</p>	
106.21/22	<p><u>Any Other Business</u> Nothing to report.</p>	

Summary of Action Points:

Item No:	Action	By Who	By When
74.21/22	<u>School Improvement</u> To add end of Key Stage SATs monitoring into monitoring visits calendar for 22/23 –	Sept 22	DB/SM
87.21/22	<u>Governor ID Badges</u> Governors to send KB a photo for ID badge.	06/09/22	All
92.21/22	<u>Headteacher's Report</u> SM to update board on end of year results against 21/22 national figures in next Headteacher's report	Next meeting	SM
93.21/22	<u>School Improvement</u> Governor strategic workshop to be planned develop new RAP/SDP	Sept 22	DB/TH
94.21/22	<u>The New Schools Bill – Strategic Planning</u> Chair to contact Jo Hunter (Interim Director of Education for the Diocese to invite to a board meeting to discuss academisation conversion	Sept 22	DB
94.21/22	<u>The New Schools Bill – Strategic Planning</u> All members to review academisation conversion information on the DGAT website: https://www.dgat.org.uk/	Next Meeting	All
101.21/22	<u>Governor Vacancies/Recruitment/Appointments</u> Co-opted governor vacancies to be advertised on the school website, in the newsletter, on local and governor social media community pages, social and on Governors for Schools and Inspiring Governance websites	End of Term	KB
101.21/22	<u>Governor Vacancies/Recruitment/Appointments</u> Advert to be placed on GCC recruitment site, DfE job vacancies site, on the school website and newsletter and circulated on local social media community pages.	End of Term	KB
102.21/22	<u>Set/Agree Meeting Dates – Next Academic Year</u> Terms of Reference for all committees to be updated at next meeting	Next meeting	Committee Chairs – TH/VB
102.21/22	<u>Set/Agree Meeting Dates – Next Academic Year</u> Meetings calendar to be circulated to all members	End of term	KB
103.21/22	<u>Review GB Annual Timetable</u> To review and amend annual timetable during strategic planning workshop	Sept 22	All
104.21/22	<u>Review of the Governing Body's Performance / Impact</u>	Sept 22	All

		All members to send through governance impact statements through to DB that can be incorporated into the document to be published				
--	--	--	--	--	--	--

There being no further business, the chair closed the meeting at 9.05pm.

CHAIRPERSON..... Dan Beard

DATE

FGB Meeting Dates 2022/23

Wednesday

- 19th October 2022
- 14th December 2022
- 15th February 2023
- 29th March 2023
- 24th May 2023
- 12th July 2023

Full Governing Body Meetings at 7.00pm

Resources Committee meetings on the Thursday two weeks prior to the main meeting at 4.30pm

Performance, Standards and Community Committee meetings on the Thursday three weeks prior to the main meeting from 4.30pm



(Initials in brackets refer to relevant committees reported to)

School Context

Pupil Numbers (FGB)

- The whole school numbers are: 86 (previously 88)
- Firs have 7 children (previously 7)
- Disadvantaged/Pupil Premium 40% of the school (previously 37%)
- SEND 26% of the school (previously 26%)

Pupils on roll Class Structure				
Willows	Beeches	Larches	Oaks	Firs
8 – YR	13 – Y1 13 – Y2	12– Y3 10 – Y4	12 – Y5 11 – Y6	2 – Y2 2 – Y3 2 - Y4 1 – Y5

Staffing (RC)

- Mr Andy Frowen has been appointed as our new Caretaker.
- Mrs Andrea Smith has been appointed as TA in EYFS for maternity cover.
- Training completed this term
 - Mrs Rylatt – SIAMS
 - Miss Williamson and Mr Manning – Ofsted Curriculum Roadshow
 - Mrs Arnett and Mrs Rylatt – English writing
 - Mrs Haroun – Glow Maths training
 - Mrs Arnett and Mrs Spence – Speech Sound Development workshop

Premises (RC)

- New gates and electronic entry system between the sites is going ahead during the summer break.



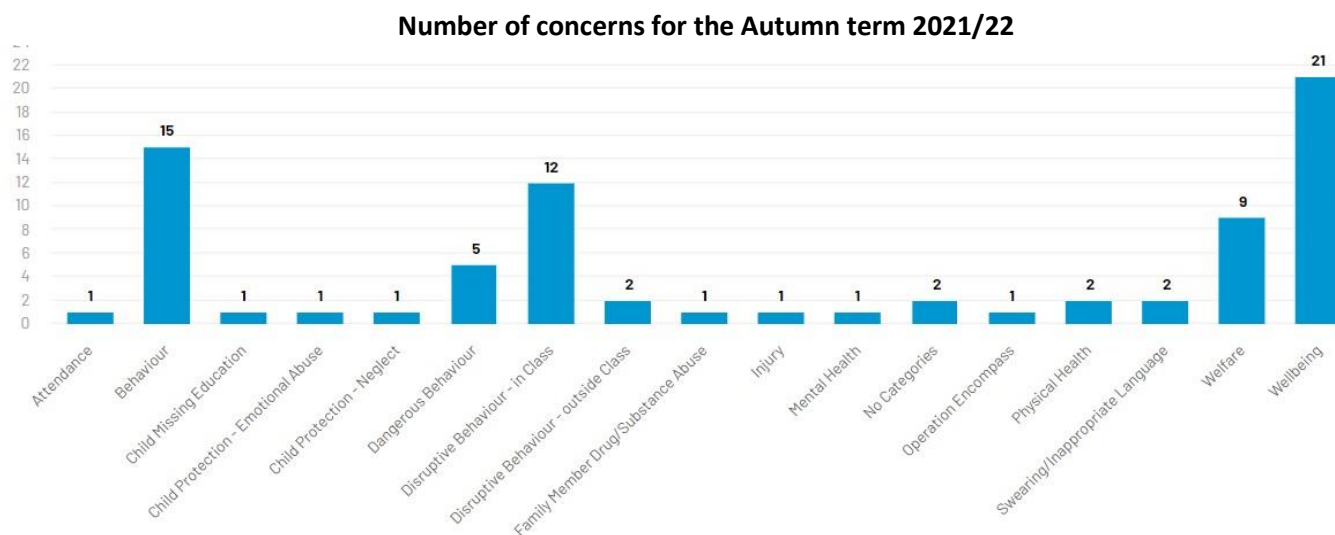
Ruardean C of E Primary School
Love of learning, Love of life, Love of one another
Headteacher's Report to Full Governing Body: Term 6 – July 2022

Health and Safety (RC)

□ Covid ○ One member of staff has missed 5 days due to covid.

Safeguarding (PCC)

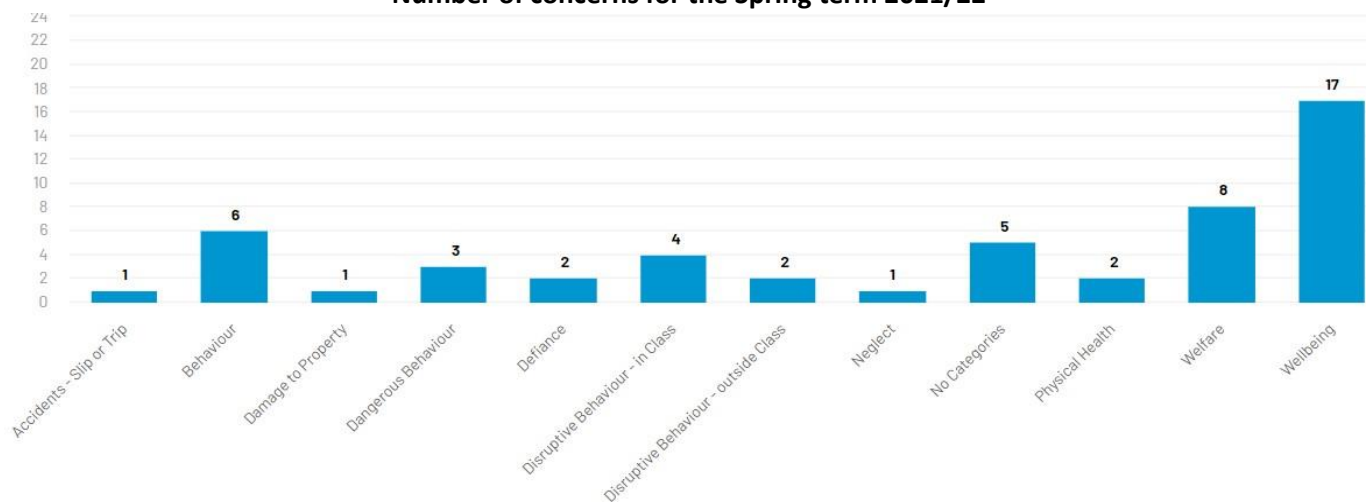
- Kevin McCloskey (GCSP) completed a safeguarding audit at our request. This was attended by Kealey Broddle, Dan Beard and myself. Kevin has completed a thorough report and [is available to read here](#). His report was positive and confirmed that as a school and staff we are conforming to all requirements for Safeguarding. The recommendations in the report include tweaks to existing procedures to ensure we meet the requirements of the updated KCSIE due in September 2022
- No children on CIN (Child in Need), no children on CP (Child Protection) plans.



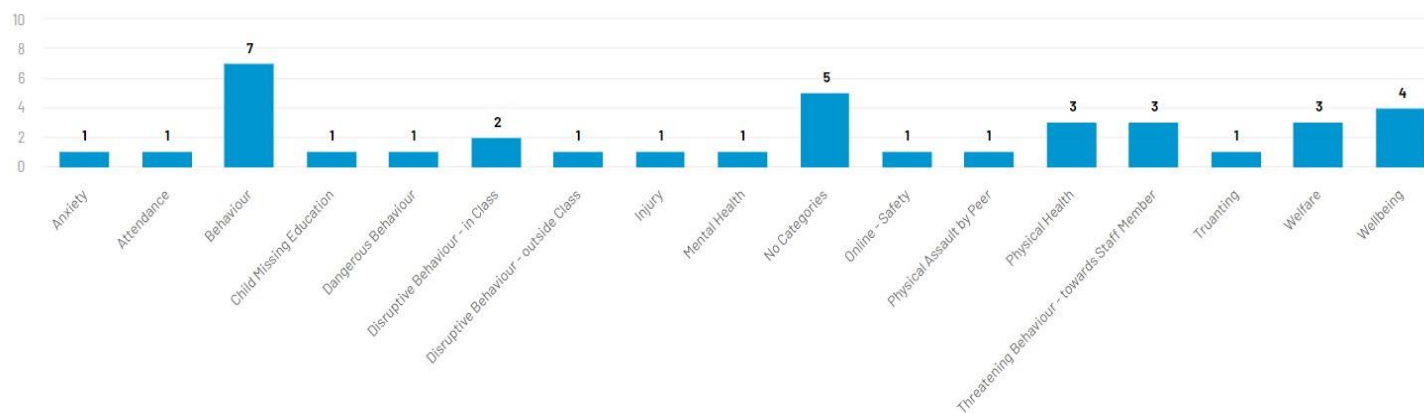


Ruardean C of E Primary School
Love of learning, Love of life, Love of one another
Headteacher's Report to Full Governing Body: Term 6 – July 2022

Number of concerns for the Spring term 2021/22



Number of concerns for the Summer term 2021/22





Quality of Education (PSC)

Results/outcomes

Early Years Foundation Stage Profile – GLD (Good Level Of Development)				
Total Number of pupils	Number of pupils reaching GLD	School GLD 2021/22 (Good Level of Development)	School GLD 2018/19	National GLD for 2018/19
7 (to report on)	4	57%	71.4%	71.8%
Breakdown of figures				
5 pupils from Sept 2021	4	80%	71.4%	71.8%
2 new pupils from Easter 2022	0	0.00%		

Year 1 Phonics Screening		
Number of pupils 13		
Percentage of children achieving the expected standard or higher for 2021/22	School % 2018/19	National % 2018/19
84% (11/13)	85.7%	82.0%

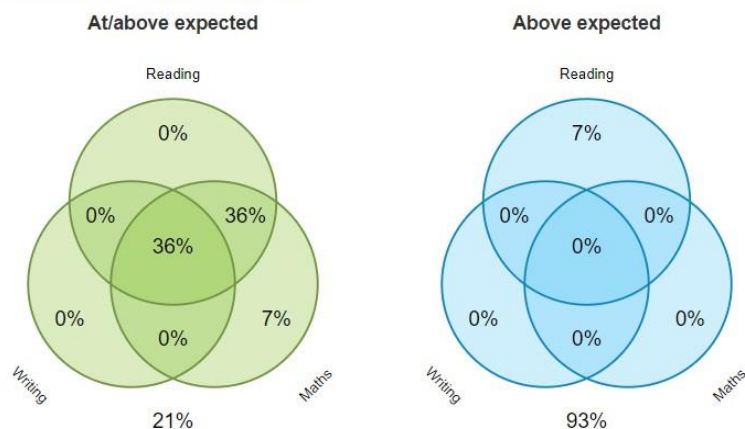
Year 2 Phonics Screening
Percentage of children achieving the expected standard or higher by the end of Year 2
100%



Ruardean C of E Primary School
Love of learning, Love of life, Love of one another
Headteacher's Report to Full Governing Body: Term 6 – July 2022

KS1 SATs (14 pupils where 3 new pupils joined at Easter 2022)				
Number of pupils 14 (including 2 pupils from C&I – both achieved expected standard in R&M)	Percentage of children achieving the expected standard or higher for 2021/22	School % 2017/18	School % 2018/19	National % 2018/19
Reading	72% (10/14) - (90% without the 3 new pupils)	56%	58.33%	75.0%
Writing	36% (5/14) - (45% without the 3 new pupils)	56%	58.33%	69.3%
Maths	79% (11/14) - (90% without the 3 new pupils)	56%	58.33%	75.7%

Combined attainment



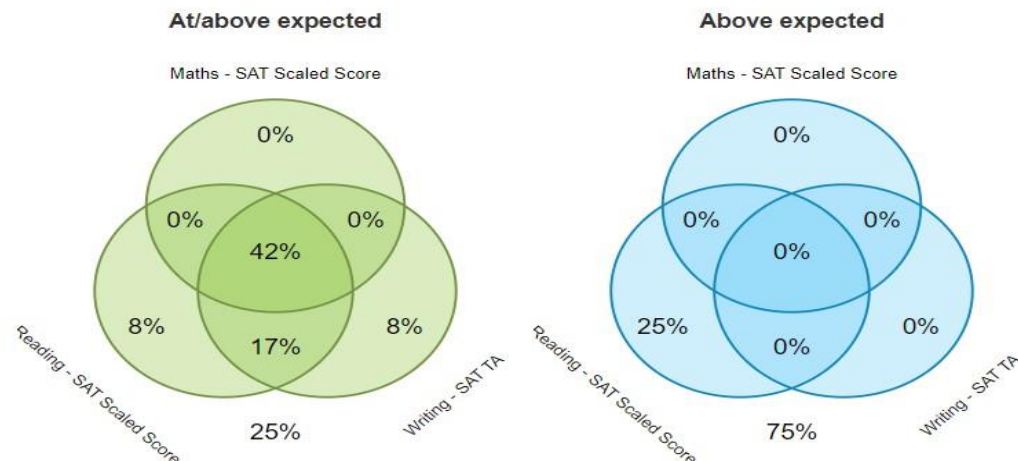
KS2 SATs - Attainment				
Number of pupils 12 (1 pupil absent so no SATs result but included in data)	Percentage of children achieving the expected standard or higher for 2021/22 (Prior attainment at KS1)	Percentage of children achieving high score for 2021/22 (Prior attainment at KS1)	Percentage of children achieving the expected standard or higher for 2018/19 (Prior attainment at KS1)	National % 2021/22
Reading	67% - 8/12 (58%)	25% - 3/12 (50%)	57% (85%)	74%
Writing	67% - 8/12 (58%)	0% (8%)	64% (71%)	69%



Ruardean C of E Primary School
Love of learning, Love of life, Love of one another
Headteacher's Report to Full Governing Body: Term 6 – July 2022

Maths	42% - 5/12 (58%)	0% (16%)	57% (71%)	71%
GPS	50% - 6/12			

Combined attainment



KS2 SATs – Reading, Writing and Maths combined over time				
Percentage of children achieving the expected standard or higher for...				
2017	2018	2019	2022	
21%	38%	50%	42%	

- Key Stage 2 progress measures will be available in September on the ASP (Analyse School Performance) website. This will enable us to measure our progress against the national average.
- Project Group 9th June – Minutes from the meeting are available to [read here](#)
- Governor monitoring of reading from Emma Smith is available to [read here](#)



• Ian Hart, School Improvement Partner completed a visit on 22nd June. The focus of the visit was Phonics and Mathematics. Summary of findings from his visit and report.

Phonics

- In the observations of teaching seen, there was a high degree of consistency and fidelity to the chosen program. An effective balance of revision and reinforcement of existing knowledge, effective introduction of new learning and then sufficient practice to increase fluency were all evident.
- Despite the challenges of the pandemic, 2022 data shows that 11/13 children reached the standard (84%). Both children who did not are both SEND. One of these two children was therefore tracked, and a discussion held as to what extra support was in place. The child (and in reality, both children who didn't reach the standard) attends before school pre-teaching, has intervention outside the normal phonics provision, is listened to by an adult at least daily and there is a close working relationship with parents who also read daily with them. Observation of the child in the group they were in showed that the child was motivated and well-engaged, evidencing that assessment for him is accurate.

Mathematics

- Where learning was observed to be effective, it was clear that the day's learning was part of a systematic series of lessons that build daily on children's prior knowledge. As a result of the teacher successfully revising this systematic prior learning, almost all of the children were able to access the new learning of the day.
- In other examples, teachers showed strong subject knowledge and were able to challenge children's thinking by reminding them of what they already knew and how that could be applied to increasingly complex algorithms. As a result, children were well engaged and motivated to learn and having success at identifying increasingly complex patterns. They could articulate their thinking and the teacher allowed them to consider their answers and learn from their mistakes, thus supporting growing confidence.
- The early maths teaching observed evidenced that expectations of the revised EYFS framework have been implemented and that children are given a highly effective grounding in understanding numbers and number bonds to ten.
- Areas to consider are that the school audits the range of strategies, tools, and manipulatives they will use when teaching children across the school and ensure that children are sufficiently well instructed in these and that they are available in all lessons.

Leadership and Management (PSC)

- Self-Evaluation Form ([SEF](#)) is updated regularly to reflect current practice and changes – [click here to access](#)
- Rapid Action Plan ([RAP](#)) is updated regularly to reflect reporting to Project Group and school improvement
- See notes from Ian Hart and Project Group above



Ruardean C of E Primary School
Love of learning, Love of life, Love of one another
Headteacher's Report to Full Governing Body: Term 6 – July 2022

- Art and Design report from Debbie Arnett is available to [read here](#)
- EYFS report from Emma Spence is available to [read here](#)

Behaviour and Attitudes (PCC)

Attendance

- We have had no fixed term suspensions and we have had one permanent exclusion. Governors attended a meeting with regards to the PEx and confirmed that all procedures had been followed and that there was no further action required.
- Persistent Absence for Term 5 – we have two children who fall into the category of persistent absence (lower than 90% attendance) that is not due to illness. Annotation for each child: (AIM Attendance Improvement Meeting)
 - Child A (83% attendance) PP
 - AIM, offers of Early Help, FSW
 - Child B (75% attendance) SEND
 - concerns over Covid, AIM, Early Help, FSW, ELSA
- I have RAG rated our attendance percentages below against the national.

Group Analysis by Vulnerability			School percentages for 2020 to 2021		National Average 2018 to 2019	
Year to date – Summer 1 2022						
Grouping	Attendance	Unauthorised	Attendance	Unauthorised	Attendance	Unauthorised
Whole School	91.1%	0.3%	94.04%	0.45%	95.3%	1.4%
	Term 1 – 91.2% Term 2 – 92.9% Term 3 – 87.6% Term 4 - 91.4% Term 5 – 92.6%	Term 1 - 0.7% Term 2 – 0.3% Term 3 – 0.06% Term 4 – 0.16% Term 5 – 0.41%				
Pupil Premium	91.3%	0.29%	93.11%	0.96%	92.5%	2.0%



Ruardean C of E Primary School
Love of learning, Love of life, Love of one another
Headteacher's Report to Full Governing Body: Term 6 – July 2022

	Term 1 – 90.4% Term 2 – 93.1% Term 3 – 86.7%	Term 1 – 1.63% Term 2 – 0.58% Term 3 – 0.18%				
	Term 4 – 88.4% Term 5 – 90.6%	Term 4 – 0.44% Term 5 – 0.86%				
SEND Status	88.96%	0.07%				
	Term 1 – 86.6% Term 2 – 91.2% Term 3 – 87.4% Term 4 – 90.5% Term 5 – 90.8%	Term 1 – 0.44% Term 2 – 0.57% Term 3 – 0% Term 4 – 0% Term 5 – 0%	91.62%	0.52%	92.4%	1.5%

Early Years Provision (PSC)

- EYFS report from Emma Spence is available to [read here](#)
- See comments from Ian Hart's report with regards to Maths provision.
- We have recently had one additional child join so now have eight EYFS in total.
- We have 13 children confirmed for our Reception September intake
- New Reception Parents meeting has been held and the children have already made one transition visit to the school.

Personal Development (PCC)

Christian Distinctiveness

- Tuesday 14th June the Year 6 children attended the Cathedral Leavers Service held by the Diocese.
- End of year service to be held in the church on Wednesday 20th June at 9:45.
- The children continue to have daily worship in school, our value this term is Responsibility.



Ruardean C of E Primary School
Love of learning, Love of life, Love of one another
Headteacher's Report to Full Governing Body: Term 6 – July 2022

Personal Development

- We have just received the results of the Pupil Wellbeing Survey completed by Year 4 and Year 6. As a SLT and staff we will analyse the results and use this to help inform future planning of PSHE, subjects, gain pupil voice, etc. You can see a [summary of the results here](#)