

Minutes of the Governors' Meeting held at the School on Thursday 5th July 2023 at 5.30 p.m.

Present: Mrs J Cook (Chair), Mrs E Cooper, Mr J Ring, Mr J Arrowsmith, Mrs R Burt, Mr M Birks

In attendance: Miss J Davenport (Headteacher), Mrs R Curtis (Clerk)

No	Agenda item	By date	By whom
1	Apologies – Mrs H Lali Mrs N Anderson – late apologies.		
2	Declaration of Interests - None		
3	Notification of Any Other Urgent Business – None		
4	<p>Board Membership matters, eg new appointments –</p> <p>Mr Ring gave his resignation and this will be his last meeting. Mrs Cook thanked him for his input for the last 4 years.</p> <p>Mrs Cook said that although she would stay on the Governors, she does not wish to continue as Chair in September. Her 4 years of term of office is due to finish at the end of July and it was unanimously agreed to co-opt her for another 4 years.</p> <p>Cllr Simon Wells from South Wootton Parish Council has made application to fill the Local Authority vacancy. Governors had seen his application prior to the meeting and agree to his appointment. The application needs to be submitted to County Hall and if there are no objections from the County Councillor, Cllr Wells will be appointed at the September meeting. He attended this meeting as an observer.</p>		
5	<p>Approval of the Minutes of the meeting held on 25th May 2023 and matters arising</p> <p>Mrs Cook proposed the acceptance of the minutes of the meeting held on 25th May. This proposal was seconded by Mr Ring, and carried unanimously by those present at the meeting.</p>		
6	<p>Headteacher's Report</p> <p>Governors had reviewed the report prior to the meeting and the following was discussed;</p> <ul style="list-style-type: none"> · The 2023 Reception intake is girl heavy with 36 pupils. · Attendance is still an issue, attendance figures will be shown at the top of each child's report and details of how low attendance has affected their learning and behaviour during the year. · Governors were pleased to read that a forest school provider has been found. She will be in School one day a week and be able to cover lessons for the whole school over the course of next year. · Year 2 staff recently attended external moderation, which they found useful. Mrs Cook asked how moderation is done within the school, the Headteacher said that staff bring books to staff meetings and moderation is done 		

	<p>with staff in a professional way of evaluating work. Mrs Burt said that a 'book look' could be done next term. Mrs Cook also asked if there are any discrepancies with external moderation, could all children be moved down and this may happen if judgements are challenged.</p> <ul style="list-style-type: none"> · 2023 is the last year that SATs will be completed by Year 2's. DfE will continue to produce tests which can be used for the assessment process. · Teachers had completed subject stories which the Governors wanted to thank them for. · The canopy project outside the Owls classroom is going out to tender by NPS and a capital bid will be made to cover the costs of the project. · The boiler is due for replacement in October. 		
<p>7</p> <p>8</p> <p>9</p>	<p>Half Termly Focus</p> <p>SIDP This was reviewed and there is further work to be done on the assessment of the foundation subjects. Teachers will continue to carry out training with others and feedback to staff meetings. There is a benefit from attending training in person and talking to other teachers.</p> <p>DATA The data reviewed was surprising as a number of pupils who were at expected are now below at the end of KS1. Mrs Cook asked if monitoring throughout the year reflected this decline, the Headteacher said that it could be the children were lacking in some areas due to lockdown and at the end of Reception assessments have a much wider parameter. Mr Birks asked if the children can be identified, they can be as they have been in the post Covid intervention groups.. Mrs Cooper asked how this may impact their move to SWJS, the Headteacher said they will be assessed when they move up and the Junior School will record a huge progression by the time the children get to Year 6. Mr Birks asked if this may trigger intervention from Norfolk county council, yes it may mean Local Authority input. Mrs Cook asked about guided reading, and the Headteacher said the focus has recently changed as the children had not been matched to the correct phonics phase books. Mrs Burt has done a lot of work to group new books so that this is a better system moving forward. Mrs Cook asked if teachers and support staff are being used effectively, going to moderation has helped the teacher's confidence. Something to monitor for Yr 1 next year, 1 pupil in each of the Yr R classes could not reach the Early Learning Goals, and things have been put in place moving forward for these children.</p> <p>SAFEGUARDING Mrs Cook asked what the mechanism is for checking on pupils at home, there is a first day phone call and then home visit if they are classed as a vulnerable child. She also asked how staff can support children they have</p>		

	concerns for that are not classed as vulnerable, these cases can be logged on CPOMS and then intervention using ELSA.		
10	Governor Development and Training A reminder to let the Clerk know of any training carried out.		
11	Any Other Business None		
12	Dates of Next Meetings <ul style="list-style-type: none"> Thursday 21st September, 5.30pm 		

The meeting closed at 7.20 pm