

## Directors' Note for Portfolio Groups

Portfolio title: Witheridge Local Governing Body

Date of meeting: Thursday 14<sup>th</sup> November 2019

Attended by: Sue Wells (chair), Phil Asson, Adrian Wells, Simon Clarke, Chris Holding, Lucy Ratcliffe, Verity Goss (clerk)



### Brief overview of discussion

#### Procedural items

##### Welcome and apologies

SW welcomed all to the meeting. Apologies received and accepted from Rhian Nicholas and Kathryn Stewart. AW led an opening prayer.

##### Declaration of business interests

None declared.

##### Sign off previous minutes

Minutes agreed and signed as an accurate record of the meeting.

##### Matters brought forward

None

##### Correspondence

None

CH informed local governors that he would be leaving at Christmas having accepted a post at another school. Children and parents would be informed the following day. LR to take on the role of temporary head of school after Christmas on interim basis – would be looking to appoint a class teacher to fill the gap for January. CH stated that he was not leaving due to any issues with the school, but was moving a position closer to where he lived.

Governors expressed that during CH's time the school had improved in many ways, and they were sorry to see him go. Congratulations were offered to CH and LR and support for LR's new position.

#### Monitoring and Accountability

##### Autumn Curriculum Update KS1/KS2

Topic for term has been digging up past – looking at stone age. This had been covered in different ways in each class. CH explained the trips that were happening in each class to support their learning. Moving towards Christmas they would start learning parts for the Christmas production.

The next term's topic was 'Farm to Fork' – the school had previously built links with a local farm, but would be looking to expand this.

#### Teacher Assessments – Y1, Y3, Y4, Y5

Data had been distributed in advance. CH talked through the data.

Phonics screening – CH stated that normally a higher percentage passed the phonics screening test than had the previous year – CH explained the needs of children in the cohort, who had a low level of attainment at EYFS. Progress in Y1 was very positive – narrowing the gap.

Y2 – high levels of SEN, specifically in reading which then affected progress in that area.

*Were the SEN children in this class also Pupil Premium?* No. One PP child achieving greater depth, the other two at expected standard.

Y3 – were some issues with progress in this age group. CH explained the support that was put in place during that year. CH explained the recruitment process to ensure the quality of teacher would be that which was needed in this class.

Y6 (previous year's cohort) – very positive results, especially given the level of SEND in that cohort.

Progress scores as calculated by the DfE – judged as average for maths and writing, well above average in reading.

Discussion on the reason for the sudden increase in progress in the school in reading. CH stated that whole class reading had been introduced in KS2, but there had not been a significant amount of other alterations. Some children were reading at home, but not all – opportunities for children to be heard reading within the school discussed. Currently had one volunteer who listened to children read, but would always welcome anyone who wanted to come in and listen. CH stated there were some occasions of older and younger children reading together, but that this was not a regular item as it was important for the more able children to be able to continue reading texts which were challenging to them.

#### School Improvement Plan (MAT issues) inc EYFS

All had received and read. CH further explained the main points.

CH explained how subjects leads were used within the school setting, and how these worked together across TEAM. All children expected to make some progress from their starting point – CH clarified that this was different to 'expected progress', and that not all children would make as much progress as their peers, depending on individual needs.

Aspirations – schools were organising a day where former pupils would come back to talk about what they were doing now.

Devon Enhanced Learning Programme – staff were being trained in this programme. Each child is screened and identified for any speech and language needs (including low level), then recommendations are given for support to be put in place.

EYFS – developing reading for pleasure. CH reported that children were enjoying stories being read to them.

Improving progress/end of Key Stage outcomes in writing – CH explained the use of a specific spelling program.

*What resources were being put into intervention work?* Currently have the capacity to have TAs able to work with children on interventions. Some children had EHCPs which then had the requirement of a specific staff member for those children. CH explained intervention work was for individuals and small groups – short sessions of no more than 20 minutes. Staff were careful of when these interventions took place so that children were not always missing the same part of the day/felt resentful of these sessions.

#### School specific SIP and Group specific learning support

Covered above.

#### Targets

Set across MAT as 80% making expected progress for all year groups across all schools. KS2 Witheridge target to maintain the 75% currently achieved. LGB over the next few months to monitor how successful strategies for writing were proving.

#### Pre-School Update: inc hours, staffing, numbers, holiday club

Currently 16 in pre-school, ten due to start reception in September. Numbers will increase through the year as children turn three and gain funding. Pre-school still currently viable.

Staffing – one staff member currently on maternity leave, no change apart from that.

Holiday club currently continuing – continually assessed to ensure remains viable.

#### Safeguarding Report

No matters to report to this meeting. LGB members signed to say they had read Keeping Children Safe in Education and the Codes of Conduct.

#### Health and Safety: inc summer improvements

Wall in playground shelter has been replaced.

Roof has been completed – no longer leaks. Some issues with security light coming on when it rains – currently working on correcting the sensitivity. Timetable for painting been drawn up. CIF bid being put in for the windows and fascias to be done – result of this would depend on other schools on the priority order.

#### Feedback from governor training

SW and AW had attended DAG conference and gave feedback. Had been informed that governors were being asked on Ofsted inspections what they knew about what DCC were doing to improve SEN provision. SW explained what information they had received about SEN in Devon. Resources to educate governors about this issue were being prepared.

Elective Home Education – it was recommended that the Designated Safeguarding Lead talk to children without the parent present before they leave for safeguarding awareness.

Taking care of the Safeguarding Lead was discussed, and being mindful of support they might need based on what information they may become aware of. CH explained what staff would do if they felt in need of support.

The conference had also included an overview of what a New Ofsted Framework inspection looked like, starting with 90 minute phone call with the headteacher, then visiting the school where they will ‘dive deeper’ into certain areas. Primary inspections would always include reading in their ‘dive deeper’.

SW had completed observations on two collective worships, governors discussed what could be done to support visitors who came in to lead collective worship.

#### **Strategic**

##### Review pupil numbers, projected numbers, staffing, attendance

Pupil numbers – 74 on roll, 16 pre-school. 12 new parents had attended the parent information evening for children starting reception next year, or were known to have children right age. 10 children would come from pre-school, two elsewhere. CH reported it had been a positive meeting. Numbers on roll would increase by three in September. New housing development currently being built in the village.

Staffing – has been some turnover of TAs for SEN support. CH updated governors on EHCP progress, which increased the TA requirements needed.

Attendance – overall 96.75%. Pupil Premium 94.1%, which included four children who had taken a week’s holiday. SEN attendance 97.29%. Five children classed as persistent absentees – four of these were those that had been away on holiday, the other had had short term medical issues.

One child currently at pre-school will have an EHCP in place when they start school requiring one-to-one support – will need to appoint to this role over the summer.

##### Update on TEAM Academy Trust

None for this meeting.

**Date of next meetings:** 27<sup>th</sup> February 6.00pm, 25<sup>th</sup> June 6.00pm.