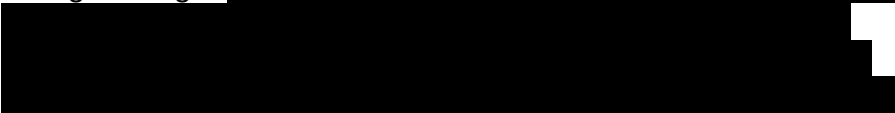


Burton C of E Primary
Minutes of CPPC/FGB meeting
Online meeting held via Zoom due to
Covid restrictions
16th May 2022
6:00pm

Governors present

Alison Timmings AT
 Adrian Ryder ARy
 Melanie Browning MB
 Danielle Jeffries DJ
 Erica Johnstone EJ

Amanda Hibbert AH
 Andrew Carre AC

Item Number	Subject	Action
1	<u>Apologies</u> Di Wilkinson	
2	<u>Minutes from Previous Meeting/Matters Arising</u> Action outstanding – EB to confirm link governors Minutes agreed.	
3	<u>Headteachers Report – including Safeguarding</u> Numbers on roll 339, PP 21% & SEND 17%. A governor queried the increase in PP pupils. AT replied this is partly down to 3 siblings starting. Most school moves have been area related with families moving to more local schools when spaces become available. We have had to take the siblings in line with our admissions policy, this takes us over 45 in year 2, we have capped year 3 at 51 to aid future mixing-currently this would mean potential classes of 33 next year. We could cap Yr3 at 49 instead to ensure classes do not go over 32. A governor asked if we are likely to lose some children in year 2 at the end of this term. AT confirmed it could be a possibility. A governor commented that next year's classes would consist of 2 year 6, 2 year 5, 3 combined 3 and 4, 3 combined 1 and 2 and 2 receptions classes. A governor asked if new pupils joining mid-year causes a lot of disruption. AT replied it can be quite difficult as class dynamics can be impacted, it can also be challenging for teachers as they need to look back over the year. Safeguarding –  	

	After our recent Ofsted inspection the following areas were suggested as improvements for our SG practice: 1/ We formalise our policy regarding staff awaiting a DBS in the form of a risk assessment; this has been done. 2/ to ensure 128 management checks for SLT are recorded on the SCR; this has been done. 3/ to review information provided by agencies regarding supply staff training. This was an issue with TP – other agencies provide this information on the initial booking confirmation. 4/ Funtastic had recently had an unsatisfactory Ofsted inspection. The outstanding issues have now been met and parents of children attending have had the report shared with them. An updated Letting agreement is being drawn up and a risk assessment for external users of the school premises has been written. Safeguarding was considered effective. A governor asked whether Funtastic have a complaints policy and whether we were aware of the unsatisfactory report. AT confirmed their Complaints policy is on their website, we were aware of the check but not that the report was public. Staffing – AT updated governors with the recent staff changes. 51 places have been accepted for September, we will be offering a full transition programme this year. A governor asked why we are not capping at 45 this year. AT replied we have to follow the consultation process which means we are unable to cap until 23/24. A governor asked what happens if we cap at 45 and more children want to join. AT replied we will only be able to take 45. A governor asked if it is usual to have mixed classes. AT replied it is a common practice in Hampshire schools; the main challenge is mixing R and Y1 because of a different curriculum. We need to ensure the older cohort don't plateau. AT and SC have completed the SG level 3 training. SS has completed the Level 3 training AT has completed Safer Recruitment training. Forest Schools ran a successful 3 day holiday club during the Easter holidays and are planning on 3 days per week during the summer holidays. A governor asked how many children attended and in terms of SG were the staff to child ratios correct. AT gave an approximate number but would follow up with Forest School. [REDACTED] [REDACTED] There is some double accounting for incidents which may be recorded as Behaviour and Friendship/bullying; also some are double reported when following up with other pupils or parents. A governor asked if this was partly due to new staff using the	AT to find out numbers and ratios for Forest Schools.
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	system. Some of the incidents that are reported are small minor ones but help to build a bigger picture. Some of the categories are ticked differently by different staff. A governor asked if it is possible to have higher level questions and the description gives you more of an overview, less headings for staff to choose from. AT replied all behaviour incidents are seen by SS. A governor asked whether it would be possible for SS to change the categories if she sees fit. AT agreed she would look into this. A governor asked if the child in question has a plan in place to tackle the behaviour. [REDACTED] Attendance – We have had an increase in holiday requests partly due to holidays being rebooked after lock down. The government will be pushing for attendance, there are families that have taken two holidays in term time during one school year in this instance we will begin to issue fixed penalty fines. A governor commented that cost is a big factor for parents when booking holidays. A governor asked if any children were off during SATs week. AT responded not in year 6 there were 2 timetable variations due to pupil illness.	Permissions for CPOM categories
4	<u>Data Autumn/Spring</u> Reading - Overall 69.5% of children are tracking through and remain on target to ARE by being at least Developing in their current year group. 87% are meeting Arbor set targets towards their teacher set target which is usually a year's progress. This was 72% in spring Term but teacher targets have been added and adjusted since then. Year 1, 2 & 6 continue to have the greatest percentage of pupils on track to ARE. A governor asked if there was a reason why year 5 has dropped back. AT replied that a change in pupils would explain this drop. A governor commented that the data looked reasonably encouraging, 87% of children are making progress against their own targets. Writing - Overall 49% of pupils are at Developing and therefore on track for ARE of secure in their year group. 53% were emerging last term and 49% are developing, the fluctuation in pupil movements makes it difficult to compare. 19 new pupils have joined. Maths – 63% of all pupils are at least developing in their year group expectations and therefore remain on track. All year groups except	

	1 and 5 have a greater % on track to ARE at the end of Spring term. Year 1 only has 38 pupils; this difference is only 1 pupil (reasonably the y1 pupil who left was on track) There are a further 9 pupils just below at 1E. In year 5 37 pupils were at ARE end of previous year; 38 were on track end of Autumn Term and 34 end of Spring; However a further 10 pupils are only slightly behind (working at 5E) Y6 is still significantly below with 53% at 6D an increase from 49% of pupils at 6E. Again in comparison to end of last year a greater % of children are where they should be at this point in the year. A governor commented that year 6 seem to be leading the way with reading and writing but fall behind in maths, is there a reason for this. This particular cohort had a high covid related absence; maths can be difficult to teach at home. AT gave governors an overview of the impact the NTP interventions have made. The figures were for 2 children in each year group. A governor asked what % of children in school were part of the NTP. AT replied approx. 6 children from each of 3year groups took part – 18 in total, space was a limiting factor. A governor asked what happens to any funding that isn't used. AT replied the NTP tutor has been provided by Teaching Personnel, 75% is funded by the government directly to them and we are invoiced for the remaining 25%.	
5	<u>Governor/Visits Walks</u> Governors have attended the year 6 statutory assessments. AT thanked Governors for their attendance and support during the recent Ofsted inspection.	
7	<u>Foundation Report</u> The foundation governor has been into school on a number of occasions this half term for various reasons. She commented on how the displays link in with the school values.	
9	<u>AOB</u> CE gave details of an alternative company to discuss boiler upgrade on the back of the recent condition survey. AT confirmed the interactive boards will be fitted next week, 3 per day during and after school. The school has been well advertised in the local and national news and local newspaper for the Maypole dancing. AT told governors that JOH has offered to come in to talk to them	

	about Accademisation. Meeting ended at 8 pm Signed..... Dates.....	Complaints policy
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