

Burton C of E Primary
Minutes of CPPC/FGB meeting
Online meeting held via Zoom due to
Covid restrictions
4th October 2021
6:00pm

Governors present

Alison Timmings AT
 Adrian Ryder ARy
 Melanie Browning MB
 Danielle Jeffries DJ
 Erica Johnstone EJ – left at 7.22pm

Amanda Hibbert AH

Andrew Carre AC

Item Number	Subject	Action
1	<u>Apologies</u> Di Wilkinson - accepted	
2	<u>Minutes from Previous Meeting/Matters Arising</u> One outstanding action - Governor checklist for learning walks to be approved by HT. Minutes approved.	EJ to send to HT.
3	<u>Safeguarding</u> Governors to attend SG training on the 13 th October. SG policy to be agreed, item 8 on Agenda. EJ to check when governor training needs renewing.	Clerk to arrange AH/ARY/AC
4	<u>Pupil Progress - attached</u> Pupil Attainment data provided for governors to the end of the summer term 2021. AT explained the first table shows the % of children at least AT or exceeding their school set individual target. AT went on to say the targets were set in Sept 2020 with the assumption children would be in school all year. Writing is the area that has been difficult to achieve as it is more challenging to practice at home during lockdown. A governor referred to the second table and asked why the %'s were highlighted in green, is this what we would expect a satisfactory target to look like. AT replied that there was no scientific rationale behind the number and doesn't relate to national data, due to 2 terms out of school in the last 2 academic years AT felt that 60% + represented good levels of pupils to be attaining ARE. A governor commented that we should call out the number of teachers that have taken part in moderation and their experience in that regard. Do we have enough supporting mechanisms to support this to try to raise the children's outcomes? AT replied that these children would have been behind already in September 2020 from the data from the Spring term. We will be focusing on First Quality Teaching, the children's mental wellbeing	

	and interventions. Writing is about practice and setting expectations. A governor asked if ARE targets will be lower than expected due to lockdown, where would the normal range be. AT replied that traditionally by the end of year 6 70-75% would be what we would like. Looking at the 2019 SDP Reading was 75%, Maths was 70-75% and Writing 65-70%. A governor asked if there was National Data to compare. AT replied there is end of key stage data for year 6 in the HT report. Fishers Family Trust has a bank of data that schools feed into and produce comparative reports. EYFS came out mostly above the average that was reported. KS1 FFT National Reading 67% - Burton 65%, Writing 59% - Burton 40% and Maths 68% - Burton 69%. The data is in line with reading and maths for KS1 at the end of the summer term. KS2 FFT National Reading 77% - Burton 81%, maths 74% - Burton 69% and Writing 71% - Burton 69%. AT went on to say KS1 writing is very hands on. Teachers and children have done an amazing job and the reintroduction back to school has been successful, it will take time to build up stamina and practice skills that they haven't used in lockdown.	
5	<u>School Development Plan</u> A draft version has been sent out; AT is trialling a new format to keep the information short, concise and to have the necessary impact. The key areas are Wellbeing, Curriculum and Quality First Teaching, the SDP needs to follow Why, Purpose and Impact, we need to ensure SEND pupils get the very best as historically SEND pupils haven't done as well as their peers. We will be focusing on writing and general recovery in learning. A governor asked whether AFA is Achievement for all, is this something we are buying in to again. AT replied that it is a national pilot run by the same people and whereas the previous work was focused on disadvantaged families and coaching this is focused on staff and pupil wellbeing. A governor asked whether the attachment theory training has come out of the STARS programme. This is all linked with STARS, we are a trauma informed school, we are already along way along because of the STARS programme and they are both very closely aligned. A governor asked how do you become a Trauma informed school, do you have to register. AT replied that you have to be accredited. A governor asked what needs to be added to the governor section what do governors need to do. AT replied that the key focus would be getting back in to school to carry out learning walks. These learning walks should have a mandatory link into SEND, Writing and Wellbeing, and any subject visit should be linked in with the SDP. AT suggested Pupil Voice as a way of governors chatting to groups of children together with	

	being involved with the Pupil Governors meetings. A governor asked how it would be best to feed into the new SDP from a governor's point of view. AT replied the document can be added to the Cloud and governors can update.	Share link for SDP
6	<u>Headteachers Report – attached</u> AT gave a brief overview of the HT report. We have 344 pupils on roll; SEN and PP are roughly the same as before, PP tends to go up throughout the year. There are 3 EHCP's in the pipeline. A governor asked if the EHCP applications are for children that have been with us for a long time. AT replied it is a mixture, one had additional information needed. AT went on to say COVID has slowed these down; the sendco is pushing these through to ensure the children have them in place before moving to secondary school. A governor asked if these would have been spotted earlier if it wasn't for COVID. AT replied for children to qualify for an EHCP the child would normally be working 2/3 years behind their peers. AT went on to say for example ASD traits can often come out around year 3/4 and can be linked with growth spurts. We can't screen for dyslexia until the end of year 2. The children would already have the support in place before the EHCP is given nothing would have changed in terms of what we would have done to support these children. AT went on to say 6 children left at the end of the summer term to move to other local schools that were nearer to home, and 6 children have joined us between years 2, 5 and 6. We have maintained the one way system together with children wearing PE kits to school on PE days. A governor asked if some of the changes implemented for COVID will be kept permanently. AT replied that the one system can be challenging for parents on wet days as they have further to walk. PE kits are a positive improvement as the children have more time in their lesson and less lost property. We will keep the changes for now and keep reviewing, AT went on to say she is keen to see what happens during the second half of the term before reverting back to pre covid procedures as we don't want to change things and then change them back again. Attendance is at 95%, we have been fortunate in terms of Covid outbreaks we had a small group of children that didn't return to school for the first few weeks of term due to Covid, we have had only 1 case in school this half term. A governor asked if Arbor is used for logging Covid absences. AT confirmed it is, and there are a number of codes used with a daily return sent to DofE. AT has contacted the LA regarding place planning and the review of the Roeshot Hill development. We currently have a cap on Yr1 and Yr2 at 45 and have asked the LA to cap year 3 at 48 as this	

	will enable us to mix Yr2 and Yr3 in 22/23 to make 3 mixed 3/4 classes of 31, we would consequently only need 12 classes to facilitate these numbers. AT went on to tell governors that the PSW has been publicly recognised by The Young Carers Charity 'My Time' as their Young Carer Champion of the term for being 'exceptional to work with' and said that her commitment and dedication to the young carers at our school is outstanding' A governor raised the point that the PSW should be recognised for her hard work at school. AT has met with Judith O'Hare from the LA to discuss the school development plan. AT briefly talked about the 3 core ambitions that form the vision for Curriculum and Education at Burton School. It was decided this would go to the next CPPC for further discussion. There has been one fixed term exclusion this term, the child has not returned to school through parental choice. We are in touch with admissions and have notified the LA, this will be treated as CME if the child doesn't return within 10 days.	Core Ambitions take to CPPC 29th Nov.
7	<u>Governor Visits/Learning Walks</u> ARy attended the London trip to Parliament with the Year 6 children. Report to follow	London Trip Report
8	<u>Policies – item brought forward to item 6</u> Safeguarding Policy - Changes have been highlighted for governors. Page 5 – latest audit date updated. Page 8 – update with requirement for third party agencies/after school clubs to provide SG polices and H & S procedures. Page 12 – Online Safety added with procedure for the use of staff mobile phones during non-contact time and for Team SOS to request support – safeguarding and wellbeing. Page 15 – Additions to Responding to the child who discloses (talks about) abuse. Phone numbers have been updated throughout the document. A governor commented that they have compared the policy to other school polices and the document seems well informed. A governor asked a question regarding external sports providers and whether the school could charge to provide a first aider on site. AT replied that we need to be careful as if we take over the first aid we would then be accountable for this. If there was a need we would always act in the interest of the child. Governors agreed that the policy was a comprehensive document. Policy agreed Send Policy – No major changes from last year. A governor commented that the policy links with the SEND code of	

	practice and is a comprehensive document. Policy agreed Behaviour Policy - AT explained the idea behind the updated behaviour policy, the basis of the policy is our core principles. The policy has been rewritten and founded on STARS principles. A governor commented that we can link this in with governor walks and observe playtimes and link in with the behaviour policy. AT went on to say we are moving away from the behaviour ladder as it was felt this can be demoralising for some children. A governor commented that it was a positive approach and linked back to STARS, they went on to say if we aren't re-appraising policies we need to keep looking at how we do things. A governor asked if staff have had input into the policy. AT confirmed they had and also the children have been involved. Policy agreed	
9	<u>AOB</u> AH suggested an online course from The Key for PP for AC. Governors were invited to Harvest Festival on Thursday 7th Oct on the KS2 playground. A governor asked if we plan to have meetings face to face, it was agreed the next finance meeting on the 18th October will be in school. As the meetings will go on longer as 3 meetings now condensed into 2 this will be reviewed regularly. A Zoom link will be provided for anyone who cannot attend in person, so that they can join remotely. Meeting ended at 8.10pm Signed..... Dates.....	