



Training provided for staff	Basics of Google Classroom; How to use Google Meets; How to use Google Slides; Safeguarding and Safer Working Practice expectations when remote learning							
Further training needed on.....	Use of Google Forms to set and submit work; Use of iPad (possibly Jam Board) for effective interactive remote teaching							
Frequency and method of checking engagement	Each day, at the start of live learning session teacher takes a register. Any child not part of live teaching is immediately phoned by school office. This is followed with an email and CPOM entry if either no answer or pupil does not immediately join session. This is followed up by SLT							
Method and frequency of parental feedback	Daily drop in sessions via Google Meets available to parents to converse with staff. At least weekly communication by telephone to vulnerable families from class teacher Parent questionnaire (every 3 weeks)							
Actions taken following this feedback	KS1 and KS2 having live learning at different times of the day to support parents with supporting their children with remote teaching. Live learning offered to all children from the start based on feedback from last lockdown school closure. Distribution of Chromebooks to those families requesting devices. Introduction of 1:1 and small group interventions. Changing of timings of 1:1 sessions for families.							
Method and frequency of staff feedback	Weekly staff meetings to discuss concerns and next steps. Weekly sessions with headteacher to check on wellbeing and identify needs							
Actions taken following this feedback	Signposting to SAS wellbeing service and Employee assistance program. Introduction of Feel Good Friday (trailing this Friday) to support both staff and pupil wellbeing with emphasis of wellbeing and PSHE teaching. Changes to staffing rota. IT training (in process). Remote teaching behaviour management techniques training.							
Community Connections / Assemblies – how are you engaging with the wider school and the parental community?	Daily drop in Google Meets sessions with class teacher to support learning- this is supporting parents as well as children daily. Weekly headteacher assemblies via Google Meets. Weekly letters and communication to families. Tweets every other day. headteacher out and about at the start and end of each day. Speaks to parents in school and any parents dropping off at community nursery (next door) whose school-aged children are remote learning. Headteacher interacting with community out and about on dog walks as lives in community.							
What percentage of children attend lessons each day?	N	R	1	2	3	4	5	6
	N/A	97%	100%	97%	96%	96%	100%	100%
	This is a potentially changing picture as parents are becoming tired of remote learning. We are working hard on retaining high engagement of both pupils and their parents.							

Teaching and learning continued to take place remotely through the use of Google Meets in Google Classroom by the class teacher to both those pupils in school and those working at home. There is no difference to the input to those in school and those at home.

Please see the comprehensive **Remote Learning Provision document** (as requested by DFE) and the detailed **Remote Learning Timetable** which gives more detail including timings and subjects taught.

Data

There is no change to the data picture from December.

Assessment is still being carried out by staff through life lesson monitoring of learning against yearly expectations.

Phonics	Year 1: 87% on track		Year 2: 93% passed PSC		
	Reading		Maths		Writing
	On track for		On track for		On track for
	%Exp+	%GDS	%Exp+	%GDS	%Exp+
Year 2	64.3	28.6	78.6	46.4	71.4
Year 3	82.8	51.7	93.1	72.4	69.0
Year 4	80.8	65.4	73.1	73.1	76.9
Year 5	82.8	44.8	96.6	62.1	58.6
Year 6	68.0	32.0	80.0	36.0	73.1

Key Stage 1 and 2 National External Assessments for 2020-2021

All external National assessments have been cancelled for 2020-21.

As a school, we still plan to carry out summative assessments for all years in the summer term.



Curriculum Catch Up Funding

We are very clear that at Ditton Lodge, there will be no lost generation. We have a clear programme of bespoke teaching and intervention to ensure that all pupils continue to make progress at this time of National Lockdown. A Banks will give a clear outline of our intervention timetable.

We are using the government's catch-up funding for a range of interventions such as EasyRead. In the next fortnight, we will be starting a programme called Tutoring with Lightning Squad using Sarah Liming through The National Tutoring Programme's SP Tutors so that we are able to tap into the governments scheme to pay 75% of tutoring costs.

<https://dm-ed.com/news/what-is-easyread-and-how-does-it-help-dyslexia/>

<https://dm-ed.com/info/evidence/>

<https://fft.org.uk/fft-tutoring-with-lightning-squad/>

Both of which are evidence-based intervention packages.

Risk Assessment

We have update our Risk Assessment and shared with all staff and published to all stakeholders on the website. See **Risk assessment- 14 January 2021 DL** on Gov Hub.

Lateral Flow Device Testing for COVID-19

From 25th January, all staff opted in to have been provided with LFD to self-test at home twice a week. See **Staff LFD info letter** on Gov Hub. All results are reported to the school and online to NHS Test and Trace.

Safeguarding

As a school we have continued to receive Safeguarding information from Cambridgeshire and USP. We have updated the addendum to our Safeguarding policy which is shared on our website. See **2021-01-08 USP COVID-19 safeguarding and child protection addendum template** on Gov Hub.

We have created and shared with staff, via a staff meeting and email; parents and pupils via email and published on the website our **Safeguarding and Remote Learning Expectations DLPS Jan 2021 – STAFF** and **Safeguarding and Remote Learning Expectations DLPS Jan 2021 – PARENTS** (See Gov Hub)

Vulnerable families continue to be supported though:

- Sharing of support for any family involved in racing through Racing Welfare
- Liaison with professionals: Family workers working with specific families
- New Cambridgeshire Family worker, Michelle West
- Provision of Tesco Vouchers (£3.00 a day) for any pupil in receipt of benefit related free school meals
- Support of food hampers from Make Lunch for any family who has requested one
- Regular communication with families: weekly assembly on Google Meets, regular letters from the headteacher, daily drop in sessions for pupils and families with class teacher on Google Meets (in Google Classroom), welfare calls to any vulnerable family, regular updates on Google Classroom from class teachers and regular Tweets

Prejudice related incidents

Since last FGB meeting: No prejudice related incidents

Wellbeing

Pupil wellbeing

- TA support for any identified pupil
- Feel Good Friday
- Wellbeing activities such as Yoga
- New Relationships and Behaviour policy being embedded for a consistent approach
- Support with class bubbles
- ELSA support for specific pupils

Staff wellbeing

- Support from OM Health and wellbeing for staff including 1:1 sessions for staff
- Employee assistance programme
- SAS wellbeing: App, phone support and counselling
- Weekly Staff meeting
- Staff recognition from SLT
- Small treats delivered to pigeon holes or in staff room

Family wellbeing

- Updated information for parents from Emotional Health and Wellbeing Service
- Bereavement support from ELSA
- Access to Michelle West, Cambridgeshire Family Worker
- Specific targeted support from family worker through Early Help Assessment referrals

Thank you, Governing Body, for your continued balance of challenge and support. This has been a rather full-on start to



the year, but I am proud to be headteacher at Ditton Lodge.
I greatly appreciate the support from USP, especially Stephen Astley, and my colleagues, especially SD, KB and Aba - who continue to be the most fabulous SLT. They have really supported me as always and I am extremely grateful to them for their determination to do the best for the community of Ditton Lodge. I am extremely proud of all of our staff and how they tirelessly give of themselves each day. The children will always be the reason I get up in the morning and do all that I do. I will continue to strive to ensure they continue to receive 7 years of excellence during their time at Ditton Lodge.

B2 External Reports or Information
Teams around the school (TATs) – MM and SD met with Debbie Willson, Director of Operations and Sarah Garner, Director of Finance (and Deputy CEO) to RAG the school across COVID-19; Finance; Staff and HR; Premises and H & S; IT; Governance; Ofsted readiness; Strategic around pupil numbers; Education Performance; Wellbeing. Risk is assessed, actions to be taken and timeline are all noted.

Our current top 5 risks are as follows: The full document can be seen on Governor Hub.

Risk#	Risk	Mitigation
1	Covid19 Potential Financial impact of losses and additional costs.	Following guidance and advice, Risk Assessments in place, staff have been trained and are following protocols
2	Numbers on roll - impact on finance for future years	Early planning, advertising campaign to recruit more to the school
3	Continual wellbeing and safety of staff and pupils	Continual monitoring, signposting to services etc.
4	Lost learning of pupils, will impact data and longer term	Using Boris Recovery money to support pupils. Will use Tutoring as well as other plans.
5	Ofsted Inspection and readiness of School and Governors	Governor Training already delivered

Ref. Item 5 Ofsted - **Action: LGB** meeting Monday 22nd March, 19:00 to 20:00 hours to review Ofsted questions in preparation for next Ofsted visit. **Action: AB** to produce further information around monitoring and evaluating the curriculum.

SEND – **ABa** shared provision for SEND children and families from Reception to Year 6. Pupil Premium children are being supported by learning mentor, Mrs Nicholson.

B3 Academy Equality Objectives
To **review** the impact of the Academy Equalities Objectives and update the published equality information as appropriate – **deferred to summer term**

REPORTS & POLICIES

B4 Curriculum/Standards Committees and Working Groups
To **receive** minutes or reports from appropriate committee or working group meetings produced since the last meeting of the full local governing body: None.

B5 Remote Learning Offer
Clear messages by letter to all stakeholders around the content and safety of remote learning. Copies available on the governor hub.

B6 Governor Monitoring

- To **receive** reports from governors who have carried out a curriculum monitoring activity – **AB** shared information about learning through book study. He explained how monitoring and evaluating is carried out using the toolkit he has produced (which is being published soon). The toolkit features a structure section and participation section both of which break down into further sections: Structure includes content and knowledge; teaching sequence and vocabulary. Participation includes explanation and modelling; tasks; questioning and retrieval; feedback. **AB** went onto explain the scheme further and shared an audio recording of some Ditton Lodge pupils taking part in book discussion. A comprehensive training package will be available for leaders. The process can form part of school improvement programme and governors will have the opportunity to observe.
- To **discuss and confirm** arrangements for remote monitoring activities for the term – On hold due to current Covid-19/education situation and impact on staff workload.

SECTION C: FINANCE, HR AND PREMISES



C1	Budgetary Monitoring Report
	<ul style="list-style-type: none"> December BMR – detailed analysis of report reviewed prior to meeting, no questions. Budget on track with year-end forecast in credit.
C2	Budget setting To receive and consider the draft budget – not yet available, awaiting toolkit early February. Actual funding for 21/22 is slightly up on last year but in real terms less than last year due to a drop in pupil numbers. Impact will be evident following first draft budget.
C3	Health & Safety/Premises/HR Issues <ol style="list-style-type: none"> New library area plans have been reviewed and submitted to planning department. Potential build in summer break dependent on turn around. Current applications taking around 2 months. Sound proofing in old hall. One quotation in. Awaiting another company to come in and quote. Land for potential drop off, pick up on hold until further notice. Advance Cleaning Services – A new supervisor has been assigned to Ditton Lodge and has worked here previously whilst employed by the local authority cleaning service. It is expected management will improve from the previous supervisor.
<u>SECTION D: GOVERNING BODY ORGANISATION & ADMIN</u>	
D1	Local Governing Body Membership <ul style="list-style-type: none"> To report back from governor recruitment working party Succession Planning – to discuss any requirement/considerations for succession planning for September Both items will be discussed in the working party – Action: CS to arrange a date to meet.
D2	Governor Monitoring, training and development <ul style="list-style-type: none"> To consider training opportunities available through the USP Governors Training Programme - CS encouraged all governors to look at the training schedule on the hub as new sessions are being added all the time. LK is attending SEND training for governors on 8th March 2021. To receive feedback from any training that governors may have attended - CS attended recent Chairs meeting and gave a brief feedback including information about Ofsted questions for governors. To consider undertaking a skills audit to assess training or recruitment requirements – defer to the end of the summer term
<u>SECTION E: CLOSE OF BUSINESS</u>	
E1	Any other business None.
E2	Impact <ul style="list-style-type: none"> Provision for online and in school learning at Ditton Lodge continues to be exceptional. Teachers are providing a varied curriculum and engagement is high. There is a clear vision of how and where we want to progress as a school. We are very excited about the prospect of developing the Curriculum further with the help of AB. We continue to evaluate our current provision with continued help and support from AB. Hard work and dedication of SLT and all staff across the school to “make it happen” is evident. Budget remains in a good position.
E3	Date of next meetings To confirm dates of future meetings: 23 03 2021 11 05 2021 06 07 2021

CS thanked everyone for attending and closed the meeting at 19.44 hours.