



Ditton Lodge Primary School



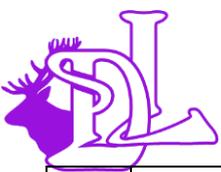
TEAMS Minutes of the meeting of the Local Governing Body of Ditton Lodge Primary School held via Virtual Meeting arrangements (as permitted under Article 126 of the Articles of Association) on Tuesday 22nd March 2022, 18:00 hours.

Present:

Dr C Scarpini CS	Mrs Amanda Banks AB
Ms Kath Caley KC	Mr A Bedford ABe
Mrs Amy Bugg ABu	Mrs Melanie Moore MM
Dr Anna Hardiman-McCartney AHM	Mrs Wendy McLaughlin WM
Miss Kim Bramley KB	
Mrs Lisa King LK	

In attendance: Mrs Sheena Datson (Clerk) **SD**

	<u>SECTION A: STANDARD BUSINESS</u>
A1	Welcome: CS welcomed everyone to the meeting and introduced
A2	Apologies for Absence accepted - None No apology received – James Grosvenor
A3	Pecuniary and Other Interests None
A4	Focus for the meeting – Data and its processes (see item B4) AOB – Election of Associate Governor. Ex-governor Simon Coulthard approached the school to offer his services as a governor. As an experienced governor with much knowledge of Ditton Lodge and finance, HR and governance as his specialisms, he was unanimously appointed as an associate member as there is currently no vacancy on the FGB.
A5	Minutes The minutes of the meeting held on Tuesday 1 st February 2022 were agreed. Outstanding Actions: Equality and accessibility working party did not meet. Defer to next FGB meeting. Matters Arising: None.
	<u>SECTION B: SCHOOL IMPROVEMENT</u>
B1	Progress on key actions needed in the school as decided at A4 (see item B4)
B2	Headteachers Report – full report on Gov Hub Attendance – year to date attendance percentage 95.2% Authorised absence 4.18% Unauthorised absence 0.63% Persistent absence 10.46% Attendance has decreased slightly by 0.36% from 95.56%; Authorised absence has gone up by 0.26% from 3.92%; Unauthorised absence has decreased by 0.11% from 0.52%; Persistent absence has decreased by 2.37% from 12.43%. School Improvement See Updated Post Ofsted Action Plan 2021-22 on Gov Hub Monitoring There will be on-going weekly observation of SFA teaching. Subject leaders to have 2 hours release for planning scrutiny and pupil book studies. Subject leaders to feedback from PD day on the area of focus. Details of weekly monitoring plans available on heads report, Gov Hub. Key priorities for this half term: 1. Implement CUSP Reading and Writing fully.



2. Ensure that teachers support pupils in selecting appropriate reading materials that are accessible and nourishing.
3. 1 teacher coaching with MM
4. 1 teacher coaching with KB
5. 1 teacher coaching with teacher from Houldsworth Valley to improve practice, raise expectations and support moderation in Writing.
6. Implement robust routines and structures for ensuring learning moves forwards at pace throughout the EY day, with support from JS.
7. Ensure consistent approaches to behaviour from all staff in line with school's vision and values of inclusion.

COVID-19

Schools are continuing to face challenges around Covid. There has been seen a sizeable rise in cases in the last week in the region and the prominence of the Omicron BA.2 variant. There has also been a rise in testing and positivity locally. We are seeing reinfections and where staff are off they are staying off until day 10. The local authority has seen anxiety grow in this region and has fed back their concerns around the position to the DfE and asked them to consider whether testing needs to continue to protect staff and to give us a view on the Covid-19 position locally.

Safeguarding

- Currently one CIN family and two families with a Family Worker in school. CPOMs is used daily to share information or record concerns, although serious concerns are reported verbally and immediately.
- We have had one family move house and move away to a new school. To aid this transfer, we have held joint agency meeting between Ditton Lodge and the receiving school. There have been meetings between DSLs at both schools and clear communication and transfer of paperwork.
- To support recent bereavements all staff received bereavement training from Life's Questions

Vulnerable families continue to be supported though:

- Liaison with professionals: Family workers working with specific families
- Provision of Vouchers for any pupil who is self-isolating who in receipt of benefit related Free School meals
- Regular communication with families: regular letters from the headteacher, regular communication from class teacher, welfare calls to any vulnerable family, regular updates on Google Classroom from class teachers and regular Tweets

Wellbeing

Pupil wellbeing

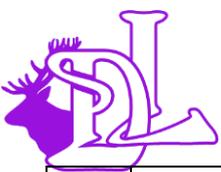
- Whole school training: Therapeutic approaches to behaviour, Life's Questions (bereavement training)
- Therapeutic approaches to behaviour training for identified staff working with specific pupils
- Employment of Mr Savidge for fixed term contract to support specific pupils
- TA support for any identified pupil
- Wellbeing activities
- Relaunch and reminder for all staff of Relationships and Behaviour policy being embedded for a consistent approach
- Individual predict and plan for identified pupils
- Forest school for identified yr3 and yr4 pupils
- ELSA support for specific pupils

Staff wellbeing

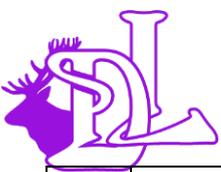
- Support from OM Health and wellbeing for staff including 1:1 sessions for staff
- Employee assistance programme
- SAS wellbeing: App, phone support and counselling
- Weekly Staff meeting
- Staff recognition from SLT: Ditton's Diamonds
- Small treats delivered to pigeon holes or in staff room

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



	<p>Prejudice related incidents There have been no prejudice related incidents since last FGB meeting.</p> <p>Exclusions/Suspensions There have been three suspensions since our last FGB meeting:</p> <ul style="list-style-type: none"> • 2 x 1.5 days for a child for violent and dangerous behaviour • 0.5 days for a KS2 pupil due to dangerous behaviour. <p>Post Ofsted Plan – updated and available on Gov Hub.</p>
B3	<p>Governing Monitoring Visits Report – Art report to follow. Online visit on pupil books study on Art. Mrs Knock with pupils from Y5 and 3 governors in attendance (AHM, LK, CS). Amazing artwork shared. Their knowledge of history and styles so much more than just creating art. Curriculum allowed to express themselves. Mrs Knock fed back a lot more she can do as it is still in its infancy in the school. She is working on progressing the new art curriculum and has a clear plan of next steps. Monitoring demonstrated confident and passionate children. There is clear support for art across the trust. Example of expectations shown by Abe (use of Padlet by all schools using CUSP curriculum- over 17 primary schools). This is setting a high degree of challenge to all schools to raise standards.</p>
B4	<p>Presentation – KB used a coloured data grid to explain how the school records maths and English data (including reading, writing and spelling). The data is recorded on PiXL, a tool to support raising standards, and analysed by the Trust before being sent back to school for review and action. KB used the example to show progress, expected and GDS for all, boys, girls, PP, SEN and EAL. Ditton Lodge results are benchmarked against the schools in the trust and nationally. Key points are summarised at the end of each set of data. Example reports are available on the Gov Hub.</p> <p>KB also provided governors with the most recent English overview, March 2022 on Gov Hub.</p> <ul style="list-style-type: none"> • EYFS to continue with Kinder Corner using Foundation Phonics from SFA. Some adjustments have been made to streamline the activities on offer from Kinder Corner. • Year One are continuing to use SFA Phonics as well. This is a 20 minute session before English. • KS1 will have additional phonics sessions in the afternoons. • KS1 are now following CUSP Reading and Writing for English. This means for 3 days a week, the children have reading lessons, followed by two writing lessons. • KS2 children have 15 mins of GPS, 30 mins of Reading and 45 mins of Writing daily. • Grammar and Punctuation will be taught following the CUSP plans (saved in English folder). • Spelling for KS2 will continue to use PiXL Spelling Tracker for now. CUSP are releasing a new spelling programme for the Summer Term. • Handwriting will continue to follow the Nelson scheme for now • Assessment in GPS and Reading will be termly PiXL assessments to inform planning and intervention • Reading Speed assessments will be carried out termly from Year 2 upwards (saved in English folder) • Reading Fluency assessments will be carried out in KS2 for those children whose reading speed is weak • No More Marking has taken place this year. • Additional reading speed, fluency, phonic or comprehension support may be provided by class TAs • Pre-teaching remains a crucial element of our interventions
	REPORTS AND POLICIES
B5	<p>School Policies A working party of AHM, CS, AB and KC to review the Accessibility Plan and Equality Policy and report to next meeting.</p>
	SECTION C: FINANCE, HR AND PREMISES
C1	<p>Budget Monitoring Report/Budget Information As per latest BMR. The current report suggests we will end the financial year without a deficit.</p>
C2	<p>Budget Setting The first draft of the budget has been drawn up for submission on 25th March. It currently indicates a significant deficit which is, in part, due to our low pupil numbers and rising costs. The central team are aware of this. Version 2 is due for submission on 25th May 2022.</p>
	SECTION D: GOVERNING BODY ORGANISATION & ADMIN
D1	<p>Succession Planning – see AOB</p>



D2	Governor Standardised Form update - defer to next meeting. CS awaiting form from the Trust.
	<u>SECTION E: CLOSE OF BUSINESS</u>
E1	Impact <ul style="list-style-type: none">• Attendance in school remains high, and the school supportive approach has reduced persistent absences.• Compassionate leadership enables the school to look at behaviour in a holistic manner and much work is ongoing to give children the instruments to self-regulate, which has been affected by the pandemic.• The school (and Trust) robust approach to monitoring children progress continues to allow the school to plan with accuracy the next steps needed for the children to continue to progress and thrive in all subjects.• Roll of our good governing body and its impact on the school noted by the Trust with specific reference to CS.
E2	Questions/Items to be raised with the Trust – None.
E3	Dates of future meetings To note the date and time of forthcoming meetings (all meetings start at 18:00 unless otherwise stated). 10 05 2022, 05 07 2022

CS thanked everyone for attending and closed the meeting at 20:06 hours.