

Meeting of Leechpool's Governing Body on 8th February 2022

brief summary of key matters discussed

Head Teacher's update

General

There are currently 414 pupils on roll with the likelihood of 2 more pupils joining soon. The school is oversubscribed for September 2022.

Achievement – phase leaders are working with staff on a range of strategies. They are also examining children's strengths in different areas. Classrooms and corridors have great displays of children's work.

Mrs Davenport and Miss Simpson (Upper Key Stage 2 Phase Leader) recently completed a presentation to over 70 schools about PE/Sport at Leechpool, an area in which it is widely acknowledged that the school excels. ND is considering the purchase of an additional mobile phone for sporting events. This would be loaded with the EVOLVE App (there are a number of apps called evolve, this one provided by eduFOCUS provides a number of facilities for managing trips and sports events) which would enable staff at any event to have all the information they need in one place.

Teaching and Learning is good throughout the school. Miss Payne oversees EYFS and Lower KS 2 and Mr Cooper oversees KS1 and Upper KS 2.

SATs (Standard Assessment Tests)

The end-of-Key-Stage-2 tests last took place in 2019. This year, SATs will once again take place and Mrs Davenport believes that our current Year 6 are up to the challenge.

Ongoing Training

Miss Hollis (Key Stage 1 Phase Leader) has completed her moderator course for writing; her experience will be valuable to the school as a whole. Dave Cole (Shine Education and Training) ran a 'deep dive' session on the 24 January on PSHE (Personal, social, health and economic education) and Music. He was impressed with the subject leads and their knowledge within their specialist areas. DSL (Designated Safeguard Lead) training is continuing; 6 members of staff are trained, 2 more will be trained in the summer so that all phase leaders will then be qualified. TT Education have worked with the phase leaders and CPD (Continuing Professional Development) training input. Leechpool is hosting an NQT+1 training course with Dave Cole; 2 members of staff will attend from Leechpool together with selected staff from nearby schools. Middle Leader training (spread over a two-year period) for 15 schools (including Leechpool) within the Horsham area is ongoing.

IT, provisions for distance learning and internet safety

Mrs Davenport and Mr. Clement are reviewing the school's IT provision. New WiFi points have significantly improved internet connectivity throughout the school. There are now a total of 340 devices in Leechpool and the classroom iPads are being upgraded. Google Classrooms is being used for homework, so any child who is self-isolating can keep up with their lessons and the whole school can use the resource in the event of another lockdown. As part of Internet Safer Day and Mental Health and Well Being Week for pupils, the children have been looking at what is being said over the internet and behaviour within gaming.

Caterpillar Nursery

Transition work between school and the nursery is continuing.

Nursery staff have attended several training courses over the last month. Nursery Manager, Kate Summerhayes (KS) is working with Miss Kemp (Early Years Phase lead) to plan appropriate training for inset day (28th February)

The Nursery is holding an open morning on Saturday 19th March for September 2022 intake. JA and KJ have met with Caterpillar's administrator, Amy Jordan (AJ), looking at the accounts for the nursery. They are working on aligning the nursery's accounts with the school's accounts but these will not be merged as both organisations are separate entities.

The Nursery Constitution is being reviewed and updated.

The Head and KS planning to expand the Caterpillar Club by knocking through into Eagle Classroom and building a new classroom for Eagle pupils.

Budget Review

The School Business Manager, Mrs Wellcome (HW) provided a comprehensive budget presentation for the Governors. Amongst the many topics covered, were the following:

The 3-year budget is looking positive. It is based on the number of pupils at the October census - this was 417 pupils. The money received for UIFSM (Universal Infant Free School Meals) has covered the costs.

Covid spend – the money has been used for teaching support, maths boosters, HLTA support, Phonics Books and SENCO support. The school led tutoring has been spent on staffing the Homework Club, so that more children can attend. The recovery premium has been spent on NELI training (The Nuffield Early Language Intervention, which is designed to improve the spoken language ability of children in reception classes).

The school has completed a variety of projects this year including: intercom/CCTV; tarmac repairs; new WiFi points; Library/staff room restructuring; Year 6 boiler; Music Box repayments; Information board; IT commitments; SEN hub/ flooring in year 2

Pupil Premium is assigned according to need. In the summer term additional reader training will start, further HLTA (Higher level teaching assistants) training will be offered and mental health first aider training will be completed.

The Sports/PE grant - expected summer expenditure includes 'top up' swimming, well-being walk markings, PE Shed Maintenance and sports coach lesson cover. Support staff are helping with after school clubs which allows for more children to be involved.

LEAF's (Leechpool Events and Fundraising - every parent and carer of a child at Leechpool Primary School is automatically a member of LEAF.) funds are currently good; this year this parent run body has paid for the EYFS blocks, sensory swing and play surface

SLA's (Service Level Agreements) – SIMS (management information system used by schools) and FMS (Education finance and accounting software) is being replaced by a new system BROMCOM (a cloud-based management information service) in September. There will be some setting up costs.

SFVS (Schools financial value standard and assurance - Local Authority maintained schools must submit the schools financial value standard to their local authority annually) and Scheme of Delegation (policy regarding the delegation of governing body financial powers and duties) are very little changed from last year

The governors expressed their appreciation for HW's professional skill in maintaining the budget in good order under challenging circumstances.

Governors' Review

This will be looked at in the March meeting with the governors working in small groups. The governors will be looking at questioning and how their skills work within the governing body. ND invited the governors to the inset day on 6 June at 5pm. The governors will meet the teachers and have the opportunity to ask questions.

Governance Briefing update

JD gave an overview of the briefing to the governors. Briefing papers put on SharePoint for the governors to read.

The main points for governors were in relation to Ofsted Inspections, ensuring governors can identify and articulate their and the school's impact and have evidence to hand that a difference is being made to all children in their learning.

Inclusion Report

EP has met with OE and KB, the SEN governors, to discuss her report which was provided to governors before the meeting. The governors thanked EP for her continued dedication and professionalism in her work with our families.

Policies

Health & Safety, Charging, Emergency Situation, Governors Allowances, Governor Visits to School, Outdoor Education & Offsite Visits, Sex & Relationship Education, Single Equality policies have all been updated.

Subject Reports

The reports are in the new format. The staff are given subject leadership time for reviewing the action plans, policies and checklists which feed into the subject report. There is a consistent approach throughout the reports.

KB thought the reports were comprehensive and show a passion for their subject.

The governors thought the PE report showed how a wider range of children were being selected to attend inter school's events.

Health & Safety

Nothing to report this month but it was noted that there will be a major Health and Safety review in July.

Date of next meeting

The next meeting of the Governing Body will take place on 15th March 2022 at 6.30 pm

Details of the members of the school's Governing Body can be found at <https://www.leechpoolprimaryschool.co.uk/governor-profiles>

Parents with children currently at the school are welcome to contact governors with questions or general feedback. Please note that parents should always contact the school directly with any concerns.

Initials of governors and any other individuals 'in attendance' at this meeting are as follows:

ND – Nicola Davenport – Head Teacher

JA – John Adams – Joint Lead for Finance (attending this meeting via a virtual link)

KB – Katie Beange – Parent Governor and joint lead for SEN

SC – Sarah Cullern – Enrichment Leader and subject leader for Modern Foreign Languages

JD – Jayne Dowell – Clerk to the Governors

OE – Olivia Ellery – Lead for Human Resources

MDM – Maria DiMartino – Parent Governor (Governor, Leechpool Caterpillar Nursery and After-School Club)

KJ – Katie Jesse – Joint Lead for Finance

GM – Gary Marlow – Lead for PE and Sports Premium

EP – Emma Paine - Assistant Head Teacher and Lead for Inclusion and Achievement, SENCO with responsibility for all aspects of SEND and Inclusion **(in attendance)**

KS – Kate Summerhayes - Caterpillar Nursery and Afterschool Manager **(in attendance)**

VW – Vinod Wagjiani – Chair of Governors, Joint Lead for Child Protection/Safeguarding, Lead for Internet Safety

HW – Hazel Wellcome – School Business Manager **(in attendance for part of the meeting)**

Apologies for absence:

DB – Derick Bostridge – Lead for Public Relations

SP – Sara Page – Lead for Parent Liaison