



Clenchwarton, Walpole Cross Keys & West Lynn Primary Schools  
 Minutes of the Joint Local Governing Body Meeting  
 Held on 24<sup>th</sup> February 2022 at 1700  
 Via Zoom Video Link

<b>Present:</b>	
Jo Borley (JB)	Executive Headteacher
Casey Catchpole (CC)	Parent Governor CW
Ricki Wenn Chair (RW)	Trust Governor
Lauren Chilvers (LC)	Trust Governor
Sue Robinson (SR)	Staff Governor WCK
Jacky Calaby (JC)	Staff Governor- CW
Cllr. Alexandra Kemp (AK)	Trust Governor
Cllr. Lesley Bambridge (LB)	Trust Governor
<b>Apologies:</b>	
Matthew Smith (MS)	Trust Governor
Sarah Swinburn (SS)	Trust Governor
Pam Foskett (PF)	Trust Governor
<b>In Attendance:</b>	
Hayley Roberts (HR)	Clerk
Nichola Maddison (N.M)	Executive Deputy Headteacher

RW welcomed everyone to the meeting and introductions were then made

<p><b>1. <u>Apologies</u></b></p> <p><i>To receive and consider apologies for absence</i></p> <p>1.1 Apologies received from M. Smith (MS), S. Swinburn (SS) and P. Foskett (PF)</p> <p>Apologies accepted by the LGB.</p>
<p><b>2. <u>Notification of any other urgent business</u></b></p> <p>No urgent items were raised</p>
<p><b>3. <u>Pecuniary and other interests</u></b></p> <p><i>Declaration of other new interests, pecuniary interests or other interest with regard to items on the agenda</i></p>

Signed by ChairDated

3.1 No new declarations or declarations of pecuniary interest were received.

**ACTION: Clerk to contact new Governor Peter re declaration of interests**

#### **4. Governing body membership**

*Review and record appointments, resignations, vacancies and end of term of office*

S.R will take on Rose Ward's responsibility; curriculum development and Pam will take on reading, writing, phonics.

**ACTION: Clerk to update overview form**

#### **5. Minutes of the previous meeting**

*To approve the minutes of the joint LGB meeting held 24<sup>th</sup> Feb 2022*

6.1 The minutes of the joint LGB meeting held on the 24<sup>th</sup> February 2022 were approved and accepted as a true record by the LGB.

**ACTION: Copies of agreed minutes to be sent through to school office for printing and then for signature by chair – Clerk/RW**

#### 5.2 Matters Arising

No items were raised

#### **6. Most able students**

A document was circulated prior to the meeting.

**RW asked if the 'previous year' box referred to the same children**

JB replied that yes it did and that the jump between years 2 and 3 is big as they are two different key stages.

**RW asked JB if she was happy with the data?**

JB replied that it's below national average but it's still above where it was previously, which is progress. However, she doesn't know how it fits with the current national average following Covid.

**ACTION: JB to get Pixl Schools data in order to compare it against the three schools.**

**AK asked whether children are back in the learning environment that they used to be?**

JB explained that the children are glad to be back with their peers and teachers and able to socialise with their friends at play times.

**LB asked what the staff/school are doing to get the students back to the levels that they were at pre-Covid?**

JB explained that they are using recovery programmes, including a Jigsaw mental health recover programme. Staff are teaching to the gaps and live marking in class. However, there had been some disruption this term due to 39 staff members being off after Covid wiped through the staff and the children. For example, the after school and lunch time booster sessions were hugely impacted.

**LB asked what the Jigsaw programme is.**

JB explained that it is a PHSE programme and was used as a unit of work in the recovery programme to reintegrate the children.

AK asked about the role of student 'play leaders' and the mental health action group.

JB explained that play leaders are students who help out during play times and lunch times. For example, at Clenchwarton the play leaders are year 6 students who sit with younger children while they are eating their lunch and they have been brilliant with helping them. They also help the staff clear up the equipment and are pairs of 'extra hands' which has been extremely valuable.

## **7. Safeguarding report: N. Maddison**

A document was circulated prior to the meeting.

The DSL at Walpole is leaving at Easter.

Anne Marie, the new assistant HT at Clenchwarton is now DSL trained.

There is a new assistant HT appointment at West Lynn who will be DSL trained once he has started.

The policies were all updated when the new guidance came out.

Nm explained that there were 3 new members of staff in January who all had their safeguarding training. There is also going to be a safeguarding training session for all volunteers who are on the waiting list to come in.

The schools have subscribed to the National Online Safety Programme and hope to gain accreditation. Staff were asked to take part in the online course and parents were also asked to sign up to it. This went out to parents via class DOJO with a link.

An assembly on sexual violence took place at Clenchwarton and a questionnaire was distributed to those children.

AK queried the KS2 bullying data from the questionnaire, as it presents that half of them feel they have been bullied.

NM explained that later on in the questionnaire, those children then went on to say that they felt safe, so more work needs to be done on terminology and definitions. For example, what bullying actually *is* and means. A lot of the time children report someone being unkind as bullying and therefore we need to work with them a lot more on what bullying is.

AK asked how incidents are followed up.

NM explained that the school use the CPOMS programme to record and that no official incidents of bullying have been noted by either parents or children.

LB added that children don't always understand what bullying is, but also neither do some parents.

SR asked whether following the results of the questionnaire, staff had been more vigilant than usual?

NM replied that staff were more vigilant and present and that work is going to be done on what bullying is.

NM explained that since her last report, there had been 108 concerns at Clenchwarton and that behaviour incidents were included in that. There had been 2 phone calls to CADS for

advice and the outcomes of those phone calls were that one family is having a social worker assessments and 1 requires a child protection meeting.

At West Lynn there are two families who are in 'Child In Need' plans. Since the last report there had been 71 concerns and again, behaviour incidents were included in that number. One concern was online bullying. There had been five phone calls to CADS. Two didn't require any further action, one required a social worker assessment and one required the family to be spoken to by CADS.

At Walpole there has been 15 concerns since the last report (including behaviour). There had been two phone calls to CADS and social worker involvement was the outcome of both of those.

There has been one peer on peer incident under the new sexual harassment category at Walpole and one at Clenchwarton.

### **8. Sports Premium review**

A document was circulated prior to the meeting.

West Lynn students are attending swimming lessons in town.

Clenchwarton will be able to swim on site once the pool is ready. There was a company in preparing the pool over the last two days.

Clenchwarton play leaders had training from an outside provider which was a positive and enjoyable experience for them.

Lots of playground equipment has been purchased for positive play. Sophie is still looking into outdoor gym equipment.

Some new PE equipment and new orienteering equipment has been purchased.

The AstroTurf is able to be used all year round which has proved to be brilliant.

**LB asked who the dance festival was run by**

JB replied that it was the KES Sports partnership

All three schools signed up for 'Get Set for P.E' which is a scheme of work that includes videos and lesson plans. It was created with non-specialists in mind.

RW asked what the target was swimming-wise. Do they have to achieve anything by the end?

JB explained that by the end of year 6 all students should be able to swim 25 metres.

**RW asked whether the students were enjoying the new play equipment?**

JB replied that they absolutely were and that it's been a great asset.

**LB asked if there's any upkeep/maintenance costs for the Astro Turf?**

NM replied that it's been fine as they knew that they had to invest in really good quality when they got it otherwise it can be slippery.

JB added that so far it's stayed in great shape and hasn't even had to be cleaned yet.

## **9. ICT Provision**

JB explained that they have a new ICT curriculum but that they found a glitch this week when they were doing data logging as the software didn't work.

RW explained to the rest of the governing body that over the last 3 or 4 years the staff have spoken to the Governors about the I.T not being good enough. RW asked what the situation is now?

JB replied that over summer the Trust I.T department did an audit and following that audit, the computers were updated. I.T is now in a much better place than previously.

## **10. SDIP/SEF review**

### SDIP

A document was circulated prior to the meeting

JB explained that the bits in blue were new. There were no questions.

### SEF

RW asked about the drop in pupil numbers at West Lynn.

JB replied that only 14 joined in reception which was a county-wide issue. However, planning permission has been granted in West Lynn for more housing.

RW asked how often subject leaders do deep dives and whether they send them to the JB.

JB explained that they are done each term and that she tries to give the subject leads at least one non-contact day each term.

RW asked about the increase in numbers at Walpole.

JB explained that they were asked to take in two extra children and that as numbers increase, if she ever had to combine years 3-6 it would make it a big class.

AK asked whether the EYFS children enjoy Phonics?

JB replied that they do and that they love books.

## **11. Reducing staff workload**

Workload was hard for all staff last half term. Staff worked without breaks all day due to so many Covid-related absences.

One staff member went down with it today and although it is no longer law to self-isolate, the guidance is still 5 days.

There are two members of staff on long term sick leave and one member of staff is on a phased return.

**ACTION: RW to send a thankyou email to JB to share with staff following a testing term.**

## **12. Governor Monitoring, development and training**

### 12.1 Training

The Trust training continues and is recorded with a link sent out for those who cannot attend 'live'.

RW, LB and AK all expressed that the ones they had watched were really informative and easy to understand. They liked the use of examples.

### 13.2 Monitoring

Clerk has received monitoring reports from PF, SS, LB, MS.

AK has arranged to go into Clenchwarton tomorrow.

**ACTION: NM to talk to SS re SCR.**

**ACTION: RW to email out as to what still needs to be done to be 'on track.'**

## **13. Policy Reviews**

- Online Safety- para added re the DfE guidance on nude or semi-nude photos
- Phonics
- Maths
- English
- Medical needs
- Touch

Policies unanimously agreed.

## **14. Current Focus**

Clenchwarton are still due Ofsted.

Covid made things extremely difficult last term so now gaps need filling again. However, staff still made rolling notes.

MSA positions are now full.

**RW asked whether that was down to new appointments or staff taking on the roles?**

JB replied that it was due to both.

There are two new children joining West Lynn who have severe medical needs. Neither come with funding or an EHCP. Luckily funding was secured within three days as both students require a full time TA. and an MSA.

One is already attending and is in the reception class. This is because the school feel that they can safely support the child prior to the TA appointment. However, this is not the case for the other student who will join the year 1 class. It is not possible for this student to be safely supported until the TA appointment is made.

## **15. Any Other Business**

No other business was reported

**16. Date of Next Meeting**

Thursday 21st April 1700. Format TBC

RW thanked everyone for attending

Meeting closed at 1830