



**ST MICHAEL'S CE PRIMARY SCHOOL
GOVERNING BODY
CHILDREN'S COMMITTEE MEETING HELD ON
TUESDAY 19TH OCTOBER 2021 AT 5.30PM
MINUTES
SCHOOL MEETING**

Part 1 – Public Matters

ATTENDANCE	
<p><i>Governors Present:</i> Cordelia Brown, (CB) Geraldine Gallagher, (GG) Ex Officio HeadTeacher Rev. Kunle Ayodeji, (KA) Ex Officio Foundation Charlotte Allen, (CA) Committee Chair Stephen Bethel, (SB) Val Doulton, (VD)</p> <p>*not present at the meeting</p>	<p><i>Also present:</i> Frances Sorapure, (FS) (Head of School) Laurence Davenport(LD) (Class teacher for item 5) Chris Lambert, (CL) (Clerk – HEP)</p>

Item No.	Subject/Decision	Action by
1. 1.1	Welcome and Apologies for Absence CA, who had been elected Chair of Committee at the FGB in September 2021, welcomed everyone to the meeting, which was quorate.	
2. 2.1	Declaration of Interests in Respect of Items on this Agenda None.	
3. 3.1	Committee Terms of Reference The Committee noted its Terms of Reference and agreed that no changes were required. The Terms were Approved	
4. 4.1 4.2	Minutes of the Previous Meeting held on 21 June 2021 and Matters Arising The Minutes of the previous meeting were AGREED . They will be electronically signed by the Committee Chair and returned to the HT for filing. Matters Arising from the meeting of 21 June 2021 4.8 Governors to receive the Remote Learning slides: sent FS stated additional information will be included and presented at the next FGB	
5. 5.1	Presentation by Laurence Davenport (LD) on the Personal, social, health and economic (PSHE) curriculum and Relationships and sex education (RSE) Governors received a verbal presentation from LD on the PSHE curriculum and how it develops pupils understanding of acceptable behaviour and keeping themselves safe.	



<p>5.2</p> <p>5.3</p> <p>5.4</p> <p>5.5</p> <p>5.6</p> <p>5.7</p>	<p>LD described how the school was using Jigsaw for the statutory PSHE curriculum and the Christopher Winter (CW) programme for the statutory RSE curriculum. Governors noted the delivery of the PSHE scheme across the different year groups covering topics ranging from consent, appropriate touch, and boundaries with age level appropriate material used to support the teaching. All pupils were introduced to the use of language, tone and content; to the concepts of dreams, goals and aspirations; to the topic of "healthy me" (covering food, body shaming and substance abuse); on relationships and acceptable behaviours; and on the topic of "changing me" covering puberty, getting older, and transition.</p> <p>Governors noted that Jigsaw gave guidance on topics related to Safeguarding, giving guidance on how to assess and review learning outcomes. Pupil behaviour was monitored and recorded using CPOMS, which enabled early and appropriate staff intervention, as required.</p> <p>It was noted that the present focus was on providing teacher access and participation in Jigsaw; the wider engagement of parents had yet to be explored although the content was available to parents on the school website. The school was confident that this resource would be disseminated widely to parents in due course as the scheme became part of the culture of the school. LD confirmed that the programme was updated regularly with webinars available to teachers.</p> <p>A Governor asked a question about the use of the 2 programmes. LD described how the CW approach works well for the RSE curriculum. It was noted that if the school were to change the RSE programme in favour of the Jigsaw RSE module, a consultation with parents would be required and at present there were no plans to change.</p> <p>Governors asked on the instructions given to children wishing to report an incident of peer-on-peer sexual abuse and were informed of how the school ensured that all children were informed of the means and opportunity to talk to staff on any matter of social or emotional concern. It was noted that the NSPCC contact details are also posted in every classroom. It was noted that teachers had higher awareness of the various forms of social media and how these platforms could be used by children in an adverse way. Teachers monitored usage as part of its safeguarding strategy.</p> <p>Governors thanked LD for this presentation and proposed that LD set up a parent workshop so he can present on the PSHE and RSE curriculum and Safeguarding policy .</p> <p>Action: LD to set up a parent workshop on the PSHE and RSE curriculum and policy.</p>	
<p>6.</p> <p>6.1</p>	<p>Ofsted review on Sexual Abuse and Safeguarding and Child Protection Policy</p> <p>CB described how Ofsted would expect the school to be able to speak on its Safeguarding and Child protection policy and related issues. GG described how the school allocated staff (wearing high viz jackets) to specific locations around the site at break times so that all pupil behaviour could be monitored and proactive action taken, as required. Staff relocated to a new location on a six-week cycle. The combination of adult supervision, physical barriers, on site monitoring and vigilance are keystones to the management of issues of peeron-peer abuse and</p>	



6.2	<p>wider safeguarding issues. It was noted that workshops were due to be arranged for parents and children in February 2022 on the issues arising from the use of social media as part of a wider discussion on e-safety.</p> <p>Governors reviewed the Safeguarding and Child Protection Policy; queries were raised on some textual matters and CB was asked to check and replace in the final version. Subject to the expected minor changes the policy was Approved.</p> <p>Action: Safeguarding and Child Protection Policy was Approved</p>	
<p>7</p> <p>7.1</p> <p>7.2</p> <p>7.3</p> <p>7.4</p>	<p>School Evaluation Form (SEF) and Learning Improvement Plan (LIP)</p> <p>Governors had received the SEF and LIP in advance. GG described how the school was using the Rosenshine principles, based on qualitative research, to inform its pedagogy with Walkthrus, promoted by Tom Sherrington, being one of the preferred approaches. It was noted how the Walkthru could support the process of review and reflection on a specific learning issue for any year group. Governors noted that this approach, using set books, supported the longer-term consistency of pedagogy and helped to establish a consistent, reflective and learned approach to teaching.</p> <p>Governors received a set of teacher assessment data for Y2 (tests taken in summer term 2021) and noted that the Expected Standard grade was below results achieved in summer 2019 and expected levels. The impact of the school lock down (Covid) in spring / summer 2021 had a marked impact on performance. Governors noted that comparisons with other schools were immaterial as results had not been independently moderated and returns were voluntary. Evidence shows that Y2 pupils had suffered in lockdown in writing (lack of use) and maths (a lack of resources) but proactive plans are being introduced to address the weaknesses.</p> <p>Governors were pleased that the school was honest in its assessment of the current areas of need and were making plans to support pupil recovery. GG described how the LIP identified the staff structure and wider provisions required to support pupil performance. The in-class provision ranged from teacher plus a teacher assistant (TA) or teacher plus a higher level teaching assistant (HLTA) with possible additional support from a teacher trainee in Y3 and Y6. Governors were pleased to note how data reviews, interventions and in class provision with termly reviews were combined to support progress. Governors described both the SEF and LIP as inspiring and approved them, with a recommendation for presentation to the FGB.</p> <p>Action: SEF and LIP Approved</p> <p>It was noted that Attendance was at 97% which was deemed impressive, given the circumstances.</p>	
<p>8.</p> <p>8.1</p> <p>8.2</p>	<p>Pupil Attainment and Progress</p> <p>GG gave a short overview of implications arising from the recent data exercise. Governors noted that despite the impact of lockdown results at KS2, KS1 and Phonics and EYFS were still well above the national average and in line with normal outcomes.</p> <p>It was noted how interventions for the SEND pupils and the pupil premium children</p>	



8.4	<p>were arranged; a Pupil Premium statement for 2021/22 would be presented at the next FGB meeting</p> <p>Action: Pupil Premium statement on the next FGB agenda</p> <p>It was noted that pupils in Y3, Y4 and Y5 were being assessed to identify changes that might be required to support their learning and improvement.</p>	
9. 9.1	<p>9. Pay and Performance management</p> <p>It was noted the Pay Committee (CA,CB,LM) would meet on Zoom on Tuesday 9 November. Any pay awards to teachers would be backdated to 1 September.</p>	
10. 10.1 10.2 10.3	<p>10. Staffing.</p> <p>10.1 It was noted that two long term staff members were due to retire at Term end.</p> <p>10.2 Staff had exceeded expectations, since September, in helping to re-establish a sense of normality in the school with an emphasis on child safety and wellbeing. GG and the Governors expressed thanks to all staff for their hard work and contributions since September, working in a cohesive and collegiate way for the benefit of all.</p> <p>10.3 It was noted that Covid had not "gone away" and there remains an anxiety on how to manage if cases increase once the school returns after half term.</p>	
11. 11.1 11.2 11.3	<p>11. Outbreak Management Plan (OMP)</p> <p>11.1 FS described the development of the OMP which formed part of the Contingency plan. It was noted how the school would address further outbreaks of Covid adopting the OMP and applying DfE guidance. It was noted how a teacher, if not vaccinated, would be expected to continue to teach from home on Zoom with in class support from an agency TA. Should this need occur the costs of the additional agency TA would have budgetary implications.</p> <p>11.2 Governors noted how the OMP sought to address all possible scenarios, under different challenging circumstances, while maintaining a focus on the LIP priorities.</p> <p>11.3 Governors were impressed by the way in which the school was organized and how the internal and external communications ensured that all were kept informed and updated. The possible impact of delivering to multiple classrooms, to outdoor classrooms (bubbles) and home delivery teaching could all have financial implications and FGB would be kept updated. It was agreed that the Digital Strategy Working Group would meet in November to review the IT strategy and operations.</p> <p>Action: the Digital Strategy Action Group to meet before the next FGB meeting on 24 November.</p>	
12. 12.1	<p>12. Policies for approval</p> <p>12.1 Early Years and Foundation Stage Policy (EYFS)</p> <p>Governors noted the changes to the Policy reflecting the new framework with an emphasis on more teacher / child time together and less time spent on paperwork and assessment</p> <p>Action: Early Years and Foundation Stage Policy (EYFS) Approved</p>	



12.2	EYFS to key Stage 1 (KS1) Transition Policy Action: the Transition Policy was noted and approved	
13. 13.1	Exec HT Report (verbal) GG reported that: <ul style="list-style-type: none"> • work on the running track project was underway with the aim of it being complete after half-term • the Early years refurbishment programme was progressing well • the Library project was proving a great success; more books are regularly introduced • the additional kitchen facilities for staff was complete • the move to the Google platform would occur over half term in line with the Digital Strategy • St Michael's staff were now providing support to St James as part of a two way collaboration now that GG is Exec HT of both schools • Admissions: at Oct 2021 Census day – 455 pupils (447 pupils at Oct 2020) so a very pleasing result 	
14. 14.1	Chair's Report CA was pleased to note the efforts made by staff to re-establish normal procedures in school since start of term. Further outbreaks of Covid might require the implementation of the OMP. The review of data had been sound and plans developed to address identified areas of need and opportunity were progressive and substantial. The focus on child protection, safeguarding and well being was consistent with all that is good about the school.	
15 15.1	Any Other Business Governors were informed as to the process required for a child to secure funding under an Educational Health Care Plan (EHCP) and noted how the school supported such children with appropriate interventions pending a funding request.	
16	Date of Next Meeting Tuesday, 11 January 2022 at 5.30pm (ZOOM)	

There was no further business Part 1 of the meeting closed at 7.40pm

There were Part 2 confidential items; in this instance FS was asked to remain

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Signed
Chair of Committee
Charlotte Allen

Date



List of agreed Actions – 19 October 2021

Item No.	Agreed Action	By whom
5.7	LD to set up a parent workshop on the PSHE and RSE curriculum and Safeguarding policy	LD
6.2	Safeguarding and Child Protection Policy was Approved	Gov's
7.3	SEF and LIP Approved	Gov
8.2	Pupil Premium statement on the next FGB agenda	GG
11.3	The Digital Strategy Action Group to meet before the next FGB meeting on 24 November	DSAG
12.1	Early Years and Foundation Stage Policy (EYFS) Approved	Gov's
12.2	EYFS to Key Stage 1 (KS1) Transition Policy Approved	Gov's