



School: Crescent Primary School
Meeting title: Spring term meeting of the governing body
Date and time: Wednesday 10 July 2024 at 6:00pm
Location: At the school & via Teams

‘Happiness, success and learning for life’

Membership
‘A’ denotes absence

	Emma Somers
	Ellen Colley
	Martin Senior (chair)
A	Mark Beresford
	Sue Senior (training coordinator)
A	Kevin Broadhead
	Rachel Spray (headteacher)
	Bob Randle
	Bethany Parris
	Mrs B Crowder
	Mrs C Baines
	Edward Harris
	Lisa Harris (Associate)

In attendance Mr D Silcock (clerk to the governors)
Angela Brown (SBM)

GB/18/24	Apologies for absence	Action
	Apologies for absence were received from Dr Beresford and Mr Broadhead. It was Resolved that the governing body consent to these absences.	
GB/19/24	Declaration of interest There were no declarations of interest, either direct or indirect, for items of business on the agenda. Governors are requested to update their declaration of interest statement via Ghub.	GB
GB/20/24	Review of membership and terms of office ending in the next 12 months Parent governor memberships for Mrs C Baines, and Mr E Harris end on 1 December 2024. Mrs Spray will organise parent governor elections in autumn term. It was Resolved	HT

Governors approve the appointments of co-opted governors Bob Randle, and Bettany Parris.

GB/21/24 Approval of minutes of spring term meeting and any additional special governing body meetings

The minutes of the spring term meeting held on 31 January 2024 having been previously circulated were confirmed and signed by Mr Senior.

Review of actions

Completed in committees.

GB/22/24 Receipt of minutes and approval of policies from committees and working parties

Review of actions

FGP, and P&P committees approved policies for:

Accessibility

Attendance

EAL

English

Equality

Marking

Maths

Prevent

RE

PSHE

Food

Policies filed on Ghub for governors to read:

School Leave of Absence

Managing Stress and Providing Wellbeing.

GB

GB/23/24 Financial reporting

Approval of school budget (if not already agreed in actions from committees)

Discussed and approved in F&GP.

Mrs Brown updated governors on the summer review and latest budget plan.

Funds will be tight, but adjustments have given some savings.

September staffing required re-working to improve the effectiveness of part time staff who overlap on job share. It was decided to employ a part time teacher for 1 extra day. This supports the budget and provides teacher cover for nursery.

Challenge: What are pupil numbers for next year? Nursery is up but F2 had a few vacancies due to low birth rates.

Photocopier: Two quotes have been received. Mrs Brown met providers and was impressed with a new company who offer lower costs and reduced wastage. PIN security will reduce accidental printing and refunds provided for print numbers less than the set amounts.

Question: Do we know how many copies are made? Yes, the number is huge and will be (hopefully) reduced.

Challenge: Will the new contract be cheaper? Yes.

Challenge: Will the proposed system guarantee GDPR protection? Yes.

Challenge: Are print costs included in the budget? Yes, in the DFC allocation. It was

Resolved

Governors approve the new photocopier quote.

GB/24/24 Summary of headteacher's report and governors' questions and challenge

Mrs Spray presented her report as filed on Ghub.

SATS update: The work in Reading was effective, school is now above national. Maths – 83% compared to national. This was a great result with a lot of children attaining full marks.

Writing – 74%, national 73%. School was moderated this year. Results may be slightly lower as staff were very keen not to over assess.

Grammar (SPAG) – 86 %, national 74%.

Greater Depth – Reading 24%, Maths 36 %, Writing 7%, SPAG 50%.

Challenge: Writing is lower than other subjects. Writing requires work and teachers have been wary of moderation. To reach GD, writers need to demonstrate flair and we are not quite at that point but expect to be by end of autumn. Children are great on grammar which helps.

This year has seen success with Ofsted, moderation, EAL reports, best ever multiplication results, and lots of LA interest.

School has shared work with the collaboration. LA, TV, radio, and councillors all visited and the EYFS lead has been asked to lead for the county next year.

Councillor Sam Smith (SEND) is interested in school's SEND provision and support for complex needs.

Fundraising: The Stags penalty shootout raised the highest funds in Mansfield.

Thanks to parents for their support.

Summer Fair raised £2705 net; thanks to the PTA for a record profit.

Admissions: We have 459 on roll and school is almost full. There were a few in year moves and 14 children left since September.

Attendance: Currently 94%. The report is filed on Ghub and shows termly results.

Challenge: There is a lot of red? Red is for below 96% target. We are well above national of 92.9%.

Question: Are certificates presented? Yes, for attendance of 96% and over.

Attendance is always on the SIP and toolkit actions are applied for persistent poor attendees. Some groups, including Pupil Premium and SEND are well over the national 20% threshold for persistent absence; this will be a focus for next year.

Challenge: Will parents be pressed to support attendance? Certainly. A parent recently called to report their children would be on sick absence when one of their children was already in school. Their child had arrived on their own initiative and mum was unaware.

Challenge: Do reduced timetables affect data? Fortunately not as we have several children on part time attendance.

Safeguarding: This is a lot of work. We have 2 children on a Child Protection Plan and 6 In Need, plus lots of referrals for behaviour support, incontinence etc. There is a 2 year waiting list for medical appointments.

The SENCO had a tough but successful first year, working hard to prepare funding bids. SATS results for SEND at ARE are – Maths 50% and Reading 62.5%.

Y6 are SEND heavy, but mostly for social/emotional needs, not cognitive.

There has been a lot of transition work. Queen Elizabeth's are proactive and discuss SEND and any pupils who may need support. Four children and 3 parents met the QE SENCO.

Behaviour: The Behaviour Policy limits white cards as some children would otherwise be receiving them daily. About 50 have been issued.

Staff attended "Controlling Risky Behaviour" for handling children. The focus has moved to keeping children calmer to avoid outbursts. We have been working on this for some time, an example being where a drink and biscuit may be offered, giving the child an opportunity to self regulate.

Question: Are there injuries to staff? We get reports, mostly from younger children biting, kicking, and scratching. Staff try to keep out of the way. A problem with older children can be extreme bad language.

Challenge: Can parents be reminded in September about swearing? We can try, but swearing is often normalised at home.

Exclusions: This year, 13 for 7 children and only as a last resort.

Challenge: Do exclusions help? Not always but they do give the pupil and staff a break.

Challenge: Can anything else be tried? Internal exclusions can give consequences as children miss activities.

Staff Wellbeing: Staff are positive about the support package.

Mrs Spray supports staff, including granting absence requests for important personal events.

Challenge: Is this cost effective? Yes, staff really appreciate the support and feel more valued, leading to improved team working.

Attainment: see SATS update above. Not all data has been received.

F2 GLD and Early Learning Goals were 54%.

Y2 voluntary SATS were completed with gains over last year.

The multiplication check was pushed and 36% of Y4 achieved full marks.

Question: Did software help improvements? Yes, but intensive practice with times tables revision assisted memory recall.

PP: Reported in SDC. The strategy is to reduce the gap to less than 20%. Maths is unchanged, Reading gap bigger, and SPAG improved.

Curriculum: This changed a lot in autumn and teachers need time to adapt and embed practice.

There has been a lot of work to support below ARE children with further work needed in some areas. Leadership meetings look at year group books for all abilities to understand progress.

The EAL success was impressive. The LA reviewed school for a pilot study on positive practices.

Staff: Number 65 total plus 4 agency workers. Most maternity absentees return in July.

One staff member attained 25 years service.

Absences are tracked and Mr Senior (Chair) writes a letter. This has been effective.

Finance: The recent LA visit lasted 2.5 days and went well with a few easily corrected minor actions noted. Findings will be reported to the next committee meeting.

H&S: Link visits were made. The H&S audit graded school "substantial" which translates as good.

Another staff member completed the minibus driver assessment.

CPD: Mrs Spray runs a tracker sheet to ensure all areas are covered.

SIP: Work in progress with the SLT, ready for autumn.

F&GP

GB/25/24 Update on appraisal process and wellbeing for headteacher and staff

Mid term reviews are on track.

GB/26/24 Information from the Corporate Director for consideration and action

Pupil Place Planning:

The LA create a data dashboard for each school, accessed via the School Performance Portal. Data indicates a considerable over supply of places.

Action for governors: Governors may request the HT to supply dashboard access to discuss projected pupil numbers and their implications.

Governors are aware that pupil numbers are low across the region.

GB/27/24 General Data Protection Regulations – report from the DPO/Information Governance Link Governor

The DPO report is on Ghub with summaries for the few minor breaches reported.

Challenge: Staff training? Set for autumn inset.

GB/28/24 Receive report from the Designated CLA teacher (Children who are Looked After) (presented at least once per year)

None under LA care.

GB/29/24 Communication

From Headteacher

Mr Senior dealt efficiently with a formal complaint.
A policy around late collection of children has been created as a result. Children left waiting will be placed in wraparound care and parents charged.
From Clerk - Governor Newsletter

Governor Newsletter – first Summer term edition
P3) Cyber Security. Governors should be aware of their responsibility for ensuring protections are in place.
P6) Mobile phones in schools, and online safety.
P11) Governor conference awards.
P12) Governor training update.
P12) How to access the Schools Portal.

Governor Newsletter – second Summer Term edition
P2) Revised HR policies available via schools portal
P2) Governor guide to monitoring – Information on Ghub
P5) Absence fines: £80, with a second fine for the same child within 3 years at £160.
P10) End of year Governing Body checklist

GB/30/24 Approval of in-service training days (5) 2024-2025

Insets will be the first 2 days of autumn, an October subject leader day and safeguarding twilights in September, February, and June.
It was
Resolved
Governors approve the inset days.

GB/31/24 Review of planning document: delegation and organisation of committees:

Agree committee structure and membership of committees and committee Chairs, as per the scheme of delegation

Committees have been optimised, the rearrangements working well. Both committees now meet on the same night.

Approval of scheme of delegation 2024-2025

Mrs Spray had completed the scheme of delegation.
Note annual planner 2024-2025 to support agenda setting

Noted.
Policy checklist 2024-2025 – statutory policies for schools

The checklist is on Ghub. There is a programme for renewal.
Review of and appointment to link governor roles

GB/32/24 To SDC. Report from training co-ordinator of impact of training undertaken and review of governor training requirements (including safeguarding)

SDC

New governors are requested to access training.
Ghub has a lot of training. Governors are requested to match training to their link roles.

GB

GB/33/24 Review of governor monitoring visit reports – key actions for governing body

GB

Reported on Ghub.

GB/34/24 Evidence of governing body impact on school improvement and review of how the governing body has held the school's leaders to account

Support for Ofsted, SATS, KS1/3, and application of new schemes for phonics and other initiatives.
Critical challenge and questions.
Committee changes for increased efficiency.

GB/35/24 Confirmation of dates for 2024-2025 to be agreed at the meeting in conjunction with the clerk

The governing body

agreed

Autumn 2024: 9 October
Spring 2025: 5 February
Summer 2025: 9 July

All meetings in school at 6pm

GB/36/24 Determination of confidentiality of business

It was

resolved

That membership details, HT report, and items where noted are confidential.

The meeting closed at 7:40pm.

Signed (chair) Date