

SCARCROFT PRIMARY SCHOOL
Minutes of the meeting of the Local Governing Board
Held on 11th May 2023 at 4pm

Present:	Paul Edwards (Headteacher) Cllr Jonny Crawshaw (Vice Chair) Tracey Barrett	Michelle Smith John Bryan
In Attendance:	Matt Oxley (Deputy Headteacher), Spencer Cole (Teacher), Sophie Triffitt (Governance Advisor – Clerk to Governors)	

1.	<p>Welcome, Introductions, Apologies for Absence and Declarations of Interest In the absence of the Chair the Vice Chair chaired the meeting. Apologies were received and accepted for David Rowsell, Daniel Staples and Gillian Marshall.</p>
2.	<p>Minutes of the Local Governing Board Meeting on 30th March 2023 (previously distributed) The minutes were agreed to be a true and accurate record of the meeting and were approved.</p> <p>Actions and Matters Arising from 30th March 2023 meeting Action 1: The action was carried over. The Headteacher explained that there was likely to be comparison data for the July 2023 results but the 2022 comparison data was not published due to Covid but it would be useful to have comparison data for that year. Action 2: The action was carried over. Action 3: The Deputy Headteacher reported that circa 10 - 20 children (half of persistent absence children) had attendance letters issued but there was no obvious pattern. Tracking was in place for all persistent absence children including actions for that child, each case was reviewed and a personalised and graduated approach taken regarding letters and calls dependent on the specific circumstances. The contact home provides an opportunity for a conversation with families and flags the impact of attendance in percentage terms. The Headteacher noted that there had been engagement with hard-to-reach families and had seen an improved effort level around attendance. Action 4: Ms Barrett had reviewed the attendance letter and found it to be a supportive approach and had no concerns.</p> <p>Challenge: A governor raised concerns over the Trust notice in the school hallway that highlights that only a few days missed from school would damage a child’s chance of success in life. The governor noted that message from the local authority had been challenged as the data related to GCSE outcomes not life success. The Headteacher recognised the challenge on success as the data did relate to GCSE outcomes.</p> <p>The Headteacher explained that the sign raised the focus on attendance, which was a national focus, and recorded concern that the attendance board had been turned round to face the wall without the knowledge and approval of the Headteacher or Deputy Headteacher.</p> <p>Challenge: A governor noted that they had heard challenge from parents on the attendance messaging given the loss of days of education from strike action.</p> <p>Challenge: A governor suggested that the message was contrary to the school ethos.</p> <p>The Deputy Headteacher explained that elements of the attendance approach implemented elsewhere in the Trust have been useful but did push back on some elements that he and the Headteacher felt were not appropriate for Scarcroft Primary.</p> <p>The Headteacher reported the attendance data: 96.7% on 11th May 2023 94.8% YTD (against Arbor national average of 93.6%)</p>

	<p>12.3% PA YTD (against national average of 20.1%)</p> <p>The Headteacher highlighted disadvantaged attendance as a concern.</p> <p>Challenge: A governor noted that the national guidance on attendance was not prescriptive and felt it was important for the school to continue to take a supportive and relational approach.</p> <p>The Headteacher noted that the School Improvement Partner provided a useful tracker but had decided to continue with the school template letters.</p> <p>The Deputy Headteacher reported a safeguarding referral for one child regarding attendance which was rejected by the safeguarding team. A governor noted that The Island charity may be useful for Years 5 and 6.</p> <p>Action 5: Governors could not attend the proposed Subject Leader session date of Wednesday 21st June 2023 so an alternative date would be sought.</p> <p>Action 6: The Chair was meeting with the Trust on Friday 19th May 2023.</p> <p>Action 7: The Clerk provided the LGB meeting dates to the Trust Executive Officer.</p> <p>Action 8: Governors had agreed a discussion meeting was not required and the Chair would raise governor feedback through the Chairs meeting.</p> <p>Action 9: The Anti-bullying and Behaviour Policies were included as part of the agenda.</p>	
<p>3.</p>	<p>Headteacher's Update / Weekly Pulse (previously distributed)</p> <p>The Headteacher shared the Pulse reports for WC 17th April, WC 24th April and WC 1st May 2023 and noted that the BRAG data would be updated for the next report.</p> <p>The Headteacher highlighted that attendance was tracking well but the disadvantaged group remained a concern.</p> <p>Challenge: A governor asked why the KS2 targets were significantly higher than national data for 2022. The Headteacher explained that the targets were set by the Trust in line with government expectations and it has been clear that given the cohort they are aspirational targets.</p> <p>Challenge: A governor noted that it would be useful to have national average data. The Headteacher explained that the report to parents on the website includes the national data.</p> <p>The Headteacher highlighted that areas of concern were Year 1 Phonics given the prediction of 69%, the significant number of in year joiners and non-English speakers.</p> <p>The Headteacher reported that the new starters meeting took place on 10th May 2023. 51 children were placed at Scarcroft and the plan for split year groups will be dependent on future numbers.</p> <p>Challenge: A governor suggested that it would be useful to have internal data split by home grown and joiners to understand the data within the context of the transient population.</p> <p>The Headteacher made governors aware of the implementation of the Trust data system noting that Headteachers had requested that the data system had a progress measure built in.</p> <p>Challenge: A governor asked if the action around high expectations and good learning behaviours related to all teachers. The Headteacher explained that there had been an identified need for one teacher and support is being put in place.</p> <p>Challenge: A governor asked for an update on the sensory room. The Deputy Headteacher reported that the sensory room was nearly complete, and the plan was for it to be used on an ad hoc basis for any child who needed it to avoid moving to red. A governor suggested considering smell as a sensory element.</p> <p>Challenge: A governor questioned the three physical related incidents WC 24 April 2023. The Headteacher explained that the physical incidents and following week racial incidents tended to be the same small number of pupils. When the children are spoken to about the racial incidents, they</p>	

	<p>understand it was wrong and are apologetic but sometimes the goal is to get a reaction not to hurt individuals. The Headteacher felt that generally the race relations were good across school, but actions could be taken to positively celebrate different events.</p> <p>Challenge: In response to a governor the Deputy Headteacher confirmed that the refugee children had settled well.</p>	
4.	<p>Safeguarding</p> <p>Challenge: A governor asked if the Director of SEND and Safeguarding had visited school. The Headteacher confirmed they had and had been really helpful and supportive. The Director of SEND and Safeguarding was undertaking a significant piece of work around CPOMs classifications for finer detail and consistency across the Trust.</p> <p>The Deputy Headteacher made governors aware of a rise in sexualised language which can be hard for teachers to address as the guidance is not clear but there will be action to address the use of language particularly from boys towards girls.</p> <p>The Headteacher informed governors that ASCL (Association of School and College Leaders) had commissioned a report around behaviour and sexualisation as there was a national concern.</p> <p>Challenge: A governor asked if the curriculum was meeting the need of the children at the right year group. The Deputy Headteacher explained that it was a national picture and that the PSHE Curriculum addresses areas in a structured approach but there was an element of reactive approach as children and society was changing so fast. The Deputy Headteacher planned to look at a regular assembly item around language to be pre-emptive.</p>	
5.	<p>Pupil Premium Report (previously distributed)</p> <p>Challenge: A governor asked if there was an impact timescale. The Headteacher explained that the document was not completed for every pupil but provides an anonymised example of work done to support and noted that the impacts for that child had been significant.</p> <p>Challenge: A governor asked about the impact for the rest of the class. The Headteacher reported that there had been an impact in the reduced number of red cards and need for Headteacher and Deputy Headteacher intervention. The behaviour of this pupil had been particularly problematic and was impacting learning for the class, but the class now had good learning behaviours.</p> <p>The Headteacher noted the need to monitor interventions, support and impact and share best practice.</p> <p>The Deputy Headteacher reported that transition plans were in place.</p> <p>Challenge: A governor asked if there was specific time set aside for teacher transition conversations for children who have a specific need. The Headteacher explained that transition discussions are part of the process but noted that where there was specific need more time may be needed.</p> <p>Governors recorded thanks for the excellent report.</p>	
6.	<p>School Improvement Plan Update (previously distributed)</p> <p>Challenge: A governor asked if the good to outstanding groups had met. The Headteacher confirmed that two groups had met, and one group was scheduled to visit another school. The Headteacher reported that feedback from staff had been positive and will look to continue the approach as part of the CPD programme in 2023/24.</p>	
7.	<p>Governing Body Matters</p> <p>Governor Visit Reports (previously distributed) Governors had no questions on the SEND Link Report.</p> <p>Governor Training Governors were reminded to inform the clerk of any training completed.</p>	

	2023/24 Meeting Schedule Governors proposed to continue with nine governor meetings for 2023/24.	
8.	Financial Reporting There was no update to report.	
9.	Risk Record There was no update to report.	
10.	<p>Policies</p> <p><u>Anti-bullying Policy (previously distributed)</u> Resolution: Subject to clarification and consistency through the policy on the first steps of ‘ask to stop’ and ‘tell someone’ message and inclusion of the Deputy Headteacher as someone to approach governors approved the Anti-bullying Policy.</p> <p><u>Behaviour Policy (previously distributed)</u> Resolution: Subject to linking the policy to the parent code of conduct guidance governors approved the Behaviour Policy.</p> <p><u>Mental Health Policy (previously distributed)</u> The Headteacher had completed Senior Mental Health Lead training and the policy was quality assured by a course facilitator.</p> <p>Challenge: A governor provided suggestions of support to be included in Appendix B such as Young Minds, emotional based school avoidance support group, ADHD and Autism support and Not Fine in School blog.</p> <p>The Headteacher explained that the support information will be developed into a staff and parent flyer.</p> <p>Resolution: Governors approved the Mental Health Policy.</p>	
11.	Key Items from the MAT, or to Report to the MAT A Chairs meeting was scheduled for Friday 19 th May 2023.	
12.	Any Other Urgent Business There were no items for discussion under AOB.	
13.	Future Meeting Dates 8 th June 2023 5.30pm 13 th July 2023 9am	

The meeting ended at 6.07pm

Approved at LGB on 8th June 2023

Approval

**Action Plan from the meeting of the Local Governing Board
held on 11th May 2023 at 4pm**

ACTION		ITEM REF	PERSON RESPONSIBLE	DEADLINE
1.	Governors requested KS2 SATs comparison data with a school with a similar demographic.	6 (22.09.22)	Headteacher	20.10.22
2.	Approach Knavesmire LGB for shadow opportunities to understand how different LGBs work and areas for sharing best practice.	4 (11.10.22)	Chair	Nov 2022
3.	Agree date for a Subject Leader session in the last half term of the academic year.	7 (30/03/23)	Chair Headteacher	Apr 2023

Future Agenda Items:

APPROVED