

**SCARCROFT PRIMARY SCHOOL**  
**Minutes of the meeting of the Local Governing Board**  
**Held on 17<sup>th</sup> July 2023 at 1.30pm**

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

<b>1.</b>	<p><b>Welcome, Introductions, Apologies for Absence and Declarations of Interest</b>  The Chair welcomed everyone to the meeting.</p> <p>Apologies were received and accepted for the Headteacher and Gillian Marshall.</p> <p>It was noted that Ms Marshall planned to resign from her staff governor role on her return from maternity leave.</p> <p><b>Action:</b> Clerk to send the governor election process to the Deputy Headteacher.</p>	Clerk
<b>2.</b>	<p><b>SATs Results (previously distributed)</b>  The Deputy Headteacher reported on the SATs results.</p> <p><u>Reading</u> at 80% was significantly over the national of 73% and the Greater Depth outcome was strong at 44%.</p> <p><b>Challenge: A governor asked what the strong reading in the school was attributed to.</b> The Deputy Headteacher explained that there is a love of reading across school, good robust structured sessions and very good teaching and learning which addresses different strands of reading each day to ensure coverage.</p> <p>Mr Cole added that in addition to the work done on reading over a number of years there has also been a focus on developing reading for pleasure and instilling a love of reading including class stories for a focus on enjoyment of reading and opportunities for relaxed reading. Early Years also do a lot of work on reading to ready the children for learning as they move up through school.</p> <p><b>A governor noted that the results reflect many years of whole-school work and culture on reading.</b></p> <p><b>A governor noted the strong Pupil Premium outcomes in reading.</b></p> <p><u>Writing</u> at 80% delivered good attainment which was up on the previous year and national. The Deputy Headteacher noted that Greater Depth was an area of focus going forward and he will be discussing plans with the Writing Lead including providing more opportunities to write at Greater Depth standard and utilising visits to other schools to identify best practice on Greater Depth Writing. The Deputy Headteacher explained that writing was impacted most by Covid and that the Greater Depth national standard may be lower than the pre-Covid 2019 benchmark.</p> <p><b>A governor noted that the movement on expected standard from the previous year had been a success.</b> The Deputy Headteacher explained that the Year 6 team did a great job on moderation and showed a strong understanding of the criteria and assessment with very little challenge on judgments from moderators.</p> <p><b>Challenge: A governor asked what the additional criteria was to meet Greater Depth.</b> The Deputy Headteacher explained that in addition to the expected standard criteria children need to evidence they can write for a range of purposes and audiences, distinguish between the language of speech and writing and exercise conscious control over formality through grammar and vocabulary. The Deputy Headteacher suggested that governors are provided with some examples of Greater Depth</p>	

writing.

**Challenge: A governor questioned the disparity between Greater Depth Reading and Writing.** The Deputy Headteacher explained that they would usually be a similar set of data, so the gap is significant.

The Deputy Headteacher explained that the data will be analysed and investigated, and it would be useful to have national Greater Depth data which will be released in the autumn term. In the meantime, there is data within the Trust for comparison.

**Challenge: A governor asked what the feedback had been from the central team.** The Deputy Headteacher reported that the CEO had commented that they were a good set of results but did query the Greater Depth Writing.

**Challenge: A governor noted that Writing expected standard was up on the previous year but other areas at expected standard were down on previous year.** The Deputy Headteacher provided cohort context including significant numbers with EAL which could impact and explained that he would be reviewing the data for the cohort.

**Governors reviewed the 2022 national outcomes at expected and noted that they were in line with 2023 outcomes and emphasised the need to have a clear narrative around the movement down on previous year outcomes.**

Maths at 78% was a good outcome and whilst it was a drop from 2022 outcomes it was above national and there were some children who got 99 in scaled scores so missed the standard by one mark. Greater Depth outcome at 33% was in line with the previous year.

The Deputy Headteacher explained the plans to review Maths teaching including use of workbooks and to what level, and with what, they are supplemented.

**Challenge: A governor questioned the 0% Greater Depth outcomes for Pupil Premium, SEND and Looked After in Writing, Maths and SPAG.** The Deputy Headteacher agreed that it was an area of the data to be reviewed and analysed.

**A governor noted that generally half of children who achieve expected standard reach Greater Depth.** The Deputy Headteacher explained that movement into Greater Depth can be easier in Maths and Reading than in Writing which needs a wealth and bank of evidence.

Combined Reading, Writing, Maths outcome was strong at 72% and is up on the previous year and significantly higher than national. The Deputy Headteacher noted that there is work to do on Greater Depth.

**A governor noted that the Pupil Premium combined data at 56% was close to the 59% national.**

**Challenge: A governor questioned if Writing assessment was overly cautious given the low level of challenge on judgements from moderators.** The Deputy Headteacher explained that the examples of writing he had reviewed were accurately assessed and there were strong processes in place for assessing and moderation.

The Deputy Headteacher informed governors that the data will be reviewed and analysed including checking that all children projected as excelling achieved the Greater Depth standard in Writing and if not, what was the reason and was there any trend.

**Governors recorded gratitude and congratulations to the school on the SATs results.**

**Challenge: A governor asked if secondary schools use the SATs data to build on and if not if there was an opportunity to do that within the Trust.** The Deputy Headteacher explained that each child has a writing folder with detailed information on the child's skills, strengths and development needs but that doesn't follow the child up to secondary. Secondary schools do visit primary schools and share information on the secondary school / teachers but the Deputy Headteacher agreed there was scope to develop this further.

	<p><b>Challenge: A governor suggested that, now the MAT is in a stronger position, governors could ask the Trust to give consideration to a Year 6 to Year 7 transition and utilising the post SATs and GCSE time as an opportunity for secondary schools to understand the specific cohort needs and for primary schools to share individual information to ensure Scarcroft children transfer well and can hit the ground running at secondary.</b></p> <p><b>Challenge: A governor referenced a study on children born during lock down and the impact to their communication development and questioned how this would be monitored / prepared for as they as they come through to Reception in September 2024.</b> The Deputy Headteacher explained that the autumn 1 baseline data will be presented in the autumn term including comparison to previous years. Early Years have good transition systems and this could inform part of those discussions.</p> <p>Mr Cole left the meeting at 2.18pm.</p>	
3.	<p><b>Headteacher's Update / Weekly Pulse (previously distributed)</b></p> <p>The Deputy Headteacher informed governors that the Year 5 teacher won't be returning in September, but the expectation is that they will return at some point in the school year. The Deputy Headteacher and Ms Tompkin will remain in that classroom assuming the Headteacher returns in September. The Deputy Headteacher felt that the impact on the Nest had been absorbed over a temporary period but there was a risk if the arrangements are needed longer term. The potential risk of teacher consistency for the Year 5 class also needed to be monitored.</p> <p>The Deputy Headteacher reported on the appointment of an ECT for Year 4 and assured governors that regular meetings are planned, and support offered to ensure they are prepared.</p> <p>The Deputy Headteacher highlighted the high persistent absence data for children in receipt of Pupil Premium. It was noted that capacity to deliver the attendance processes had been impacted by the Deputy Headteacher being in classroom, the Deputy Headteacher felt that the legacy of contacting families would not be negatively impacted by a short-term reduction in this monitoring but that a focused strategy is needed in September to target the disadvantaged cohort particularly those who are persistently absent.</p> <p>Mr Cole returned to the meeting at 2.23pm.</p> <p><b>Challenge: A governor asked for an attendance update on the case that had a safeguarding referral.</b> The Deputy Headteacher explained that improved attendance was seen with some adjustments such as agreed early finish, but the attendance has since dipped. The Deputy Headteacher wanted to maintain the positive relationship with the family and did not progress a fine but did have a panel meeting and will continue to monitor closely.</p> <p><b>Challenge: A governor asked if there was anything additional school could do to support disadvantaged families in attending such as free breakfast club.</b> The Deputy Headteacher explained that he had in the past run a successful breakfast club for disadvantaged children and brought in learning. The Pupil Premium funding allocation is being reviewed and the breakfast club idea will be investigated.</p> <p><b>Challenge: A governor asked if there was a role for governors in supporting the persistent absence strategy.</b> The Deputy Headteacher explained there may be a role for governors in supporting the conversation stage with families which would also support SLT capacity.</p> <p><b>Challenge: A governor asked if there were any trends for reason for being persistently absent.</b> The Deputy Headteacher explained that there are a small number of unique severe absence cases and some could reach the trigger from a two-week holiday and mixture of medical appointments. The Deputy Headteacher noted that there is a lack of awareness of what two days absence can do to a child's attendance trend.</p> <p>The Deputy Headteacher highlighted the small increase in suspensions, three as a result of incidents involving racism all in the same year group. The school reached out to the Police and a</p>	

	<p>charity who will work with those individuals on a one-to-one basis.</p> <p><b>Challenge: A governor referenced the issue of sexualised language reported at the June meeting and asked for an update.</b> The Deputy Headteacher reported that incidents remained at the same level and were persistent amongst a set cohort and unpicking it can be difficult as parents are unsure where they are hearing it. The Deputy Headteacher noted a CPD need to support teaching staff to proactively teach to it as opposed to addressing as it happens. This is a new area of concern that has increased over the last six months and is related to a small number of children but they are having a wider impact on others in school. The Deputy Headteacher had confidence in how incidents are addressed with the use of the Hackett Continuum matrix from a safeguarding view but there was a need to be proactive in stopping it happening.</p> <p><b>Challenge: A governor suggested contacting IDAS for support in the best ways / contacts for addressing harmful sexualised language.</b></p> <p>The Deputy Headteacher highlighted the risk of a child with a number of escalating suspensions who is on a part timetable implemented to support them in regulating themselves and that Kestrel support has been secured for them from September. There is no Education Health Care Plan so funding for Teaching Assistant support and transport to Kestrel would be met by the school budget. The Deputy Headteacher emphasised the aim to be inclusive but noted the need to balance the needs of the child and others in the class.</p> <p>The Deputy Headteacher reported that the Year 6 residential went very well.</p> <p>The Deputy Headteacher informed governors that staff togetherness had been great and recorded thanks to the staff team.</p>	
4.	<p><b>School Improvement Plan / Curriculum Dashboard</b></p> <p>The Deputy Headteacher explained that the SIP would be presented early in September and would be informed by data and areas identified through the Pulse.</p>	
5.	<p><b>Safeguarding</b></p> <p>The link governor had submitted a visit report which would be included on the next meeting agenda.</p>	
6.	<p><b>Governing Body Matters</b></p> <p><b><u>Governor Visit Reports</u></b> Ms Smith had provided reports that would be included on the September meeting agenda.</p> <p><b><u>Subject Leader Session Report</u></b> There was no update to report.</p> <p><b><u>Governor Training</u></b> There was no update to report.</p>	
7.	<p><b>Financial Reporting</b></p> <p>There was no financial monitoring update.</p> <p><b>Challenge: A governor questioned if the budget would be impacted by the pay agreement.</b></p>	
8.	<p><b>Policies</b></p> <p>There were no policies for review.</p>	
9.	<p><b>Key Items to Report to / from the Trust Board</b></p> <p>Secondary transition – governors suggested that the Trust develop a Year 6 / Year 7 transition programme to optimise information sharing of the cohort to ensure secondary schools understand the specific cohort needs and working levels so the children can hit the ground running as soon as they start Year 7.</p>	

<p><b>10. Minutes of the Local Governing Board Meeting on 8<sup>th</sup> June 2023 (previously distributed)</b>  Subject to the inclusion of apologies from Mr Staples the minutes were agreed to be a true and accurate record of the meeting and were approved.</p> <p><b>Action:</b> Chair and Headteacher to agree a Subject Leader date for the autumn term.</p> <p><b>Actions and Matters Arising from 8<sup>th</sup> June 2023 meeting</b>  Action 1: Ongoing.  Action 2: The Chair had spoken with the Chair at Knavesmire and it was agreed to close the action.  Action 3: It was confirmed that the attendance banner wording proposed by a governor was appropriate. The Deputy Headteacher agreed that the wording would support the school ethos and vision but did not think it would be a decisive tool in improving attendance. The Chair noted that attendance data was above national, but that persistent absence was an area of focus. Governors felt the money to replace the banner could be better spent and agreed to close the action.</p> <p>The Chair recorded thanks to governors for their hard work and commitment.</p> <p>Governors recorded thanks to the Headteacher, Deputy Headteacher, staff and pupils for a fabulous year.</p> <p><b>Action:</b> Governors to visit school over lunch time in October 2023.</p> <p><b>Challenge: A governor informed the Deputy Headteacher of the need to review and update the school website.</b></p>	<p>Chair / HT</p> <p>Govs</p>
<p><b>11. Items for the Next Meeting</b>  Autumn 1 Baseline Data (with comparison to previous years).</p>	
<p><b>12. Future Meeting Dates</b>  Meeting dates to be circulated.</p>	

The meeting ended at 3pm

**Approved at Woodthorpe / Scarcroft LGB on 6<sup>th</sup> December 2023.**

Approval

**Action Plan from the meeting of the Local Governing Board  
held on 17<sup>th</sup> July 2023 at 1.30pm**

	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.	Send the governor election process to the Deputy Headteacher.	1	Clerk	Complete
3.	Agree a Subject Leader date for the autumn term.	10	Chair Headteacher	July 2023
4.	Visit school over lunch time.	10	Governors	October 2023

**Future Agenda Items:**