



The Local Governing Board of Keyingham Primary School

Minutes of The Local Governing Board Meeting
Wednesday 07 December 2022, 17:00

PRESENT: Mr J Frankland (Chair, JF), Mr S Aldridge (SA), Mrs J Harrison (JH), Mrs H Singleton (HS), Mrs V White (Headteacher, VW)

ALSO IN ATTENDANCE:

Mr M Copley (MC), Mrs L Craxton (Clerk, LC)

Throughout these minutes a question is indicated by Q followed by the initials of the questioner and a comment is marked by C

19 WELCOME AND INTRODUCTIONS

JF welcomed everyone to the meeting

20 APOLOGIES

Apologies had been received from Mrs K Littlewood

Resolved: That consent be given for the absence of the above-named governor

21 DECLARATION OF INTERESTS

None declared for this meeting

22 LGB MEMBERSHIP

ACTION: LC to contact KL regarding the Vice-Chair vacancy before a decision is made

23 MINUTES OF THE LAST MEETING (17 October 2022)

Resolved: The minutes of the meeting held on 17 October 2022 were confirmed as a true and correct record and are to be signed by the Chair, JF.

Signed by the Chair: J.R. Frankland

Date : 25 January 2023

24 MATTERS ARISING

ACTION: LC to assist KPS in recruiting a staff governor **Ongoing**

ACTION: Vice-Chair to be elected at the December meeting **See minute 22**

ACTION: Link visits to be planned for the full year 2022/23 **Calendar to be sent ASAP for governors to populate. See minute 31**

NEW ACTION: LC to contact V Tennison, WHA Chair, with regards to HS shadowing his next PP Link visit

NEW ACTION: VW to contact T Jarvis and new HT with regards to allowing JH time off during the day to conduct link visits

ACTION: Pathways update to be given at the December meeting **Completed**

ACTION: V White to share the trip calendar with Governors once completed **Ongoing**

ACTION: L Richardson & V White to complete MIDAS training to enable wider travel **Completed**

ACTION: VW to reference NTP and the work done in the SDP for governors to find easily **Completed**

ACTION: VW to include number of pupils involved in behaviour tables **Completed**

ACTION: VW to provide pupil weighting data at the next meeting **Completed**

ACTION: VW to include 'Hold School to Account' in SDP targets **Completed**

ACTION: JF to complete Safer Recruitment training via The National College **Completed**

ACTION: MC to amend the report to reflect suggested amends and send out to the LGB within 2 weeks **Completed**

ACTION: RR score sheet to be sent as a PDF attachment going forward to provide context to the ratings **Not done. LC to action going forward**

ACTION: All Link governors to conduct a visit before the end of the Autumn term **See minute 31**

ACTION: Governors to complete '*Certificate in Safeguarding for School Governor*' & '*Certificate in the Role of a School Governor*' before the next meeting **See minute 32**

25 HEADTEACHER REPORT

Highlights from the term include:

- Ukulele lessons
- Yr6 residential
- Sporting successes
- Return of singing to the school
- Comments from staff include:

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Learning walks throughout the school and seeing all classes enjoying the reading pledge at the same time. New iPads and headphones enabling all children to access and enjoy using Reading Eggs. Y1 children entering school and settling independently every morning"

"The development of teaching methods e.g. questioning, recall strategies etc. Using Shout it Out/Plickers as interactive assessment tools. Developing more opportunities to talk to children across the school in our subject leader roles."

"Seeing the children enjoying and learning through their Jigsaw lessons. The ERP! Both the Hub and the new Sub Hub opened g and seeing the children progressing!"

"Establishing the cooking club in our new #KeyinghamKids Club. Now we are in Autumn 2, we are beginning to be a little more adventurous and receiving such positive feedback from parents is really encouraging"

"Children in Need. The children loved seeing Pudsey Bear and being part of the day's activities. The FS children are engaging positively with the new areas of provision inside the Foundation Stage Unit and it's reflected in their progress across the Prime areas."

"The commitment of the Well-Being Ambassadors and the future plans they have to improve support for all in school."

"Definitely playing sports with other schools and the lunch time sports clubs are a hit! We have had some amazing successes the Year 5/6 football team where won the small school local area heat and went on to play in the regionals at South Hunsley. We also took part in the local area Cross Country at Withernsea with 3 children achieving 1st and 2nd place and subsequently took part in the regional heat at Cottingham High. On a personal note the PE Coordinator course at Sirius Academy was really useful and allowed me to connect with other PE Leaders."

Upcoming key dates:

Parent's Evening- Thursday 8 December
EYFS Nativity (at school) – Monday 12 December
KS1 Nativity (at St Nicolas Church) – Tuesday 13 December
KS2 Carol Service (at St Nicholas Church) – Wednesday 14 December
Student Conference – Thursday 12 January 2023

Personal Development

- Jigsaw curriculum proving successful with both pupils and staff
- KPS wellbeing ambassadors appeared on BBC radio Humberside in support of Kofi Smiles for Children in Need
- After school club is attracting many children, regardless of childcare needs. Cooking and forest school proving particularly popular

C: (VW) This report was lovely to write. Such a refreshing change to be able to concentrate on the positives.

Q: (HS) What is the student conference?

VW: It's a new initiative run by Julia Lovel from Holderness Academy. 20 learners from each primary and 50 from each secondary will attend. There will be workshops and guest speakers and the focus is on diversity & inclusion

Q: (JF) Can you tell us more about the wellbeing ambassadors (WBA)?

VW: They are a group of children who offered to train as WBA. Their job is to develop wellbeing in school for all. The difference between them and the student council is the SC are elected

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Q: (JF) What support is there for the WBA?

VW: They have support from our ELSA leader and MIND meet with them bi-weekly

26 PERFORMANCE DATA REPORT

- KPS in line with national outcomes despite lower-than-average scaled scores
- Last year's attendance data showed higher levels of absence due to Covid. To date this year, KPS is in line with national attendance figures
- On comparing the current Yr6 cohort demographics to their predecessors, some areas are very similar although SEND is significantly different
- Spelling and handwriting remain a focus
- Intervention tracking on Arbor still a priority

Current Assessment Data

Year 6 (December 2022)	95+ scaled score	100+ scaled score	105+ scaled score	2023 prediction (EXS)
Reading	68%	39%	18%	75%
Maths	54%	32%	0%	62%

Year 6 Boys/Girls (12/16) (December 2022)	95+ scaled score	100+ scaled score	105+ scaled score
Reading	67%/69%	42%/38%	17%/19%
Maths	67%/44%	42%/25%	0%/0%

Year 6 SEND (8) 12/16 (December 2022)	95+ scaled score	100+ scaled score	105+ scaled score
Reading	38%	25%	0%
Maths	38%	25%	0%

Year 6 (December 2022)	EXS	2023 prediction (EXS)
Writing	68%	71%

Year 6 Boys/Girls 12/16 (December 2022)	EXS
Writing	67%/69%

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Year 6 SEND (8) (December 2022)	EXS
Writing	38%

C: (VW) The FFT data is difficult to understand if not familiar. IDSR (Inspection Data Summary Report) data is much easier to follow

C: (VW) Mike meets with D Waterson regularly and the progress in Yr6 is remarkable

C: (JF) It's a worry that governors won't fully understand the new reporting of the data. Having a consistent data report helps us track the progress, or lack of, and trends

ACTION: VW to share the 2018 IDSR document with governors

ACTION: VW to chat with L Thompson regarding the reporting style and reiterate that trends need to be identified

27 SCHOOL DEVELOPMENT PLAN

- Review of 'The Big Five' to reflect the needs of SEND, improve staff knowledge and increase pupil accountability
- Impact indicators show 75% of staff consistently delivering high levels of quality first teaching, up from 71% in July 2022
- Increases across the board for Year 6 children
- Parent, pupil and staff voice show positive feedback
- Learning walks not done due to absence
- Issues within the SEND provision identified and addressed

Q: (JF) What does the amber reflect?

VW: It's the concept of leadership. Some cannot actively identify effectiveness across all subjects. We will be implementing paired learning walks to help with this

Q: (JF) How can we as governors help?

VW: Just keep asking the questions and completing all of your training

C: (JF) There has been a large increase in reading, I commend the school on their hard work

Q: (JF) DA for Yr2 is down?

VW: there was no prior assessment. They have to reach all of the framework targets or will be marked down

ACTION: FFT 360 Attendance View to be placed on January agenda

Signed by the Chair: T.R. Frankland

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28 PUPIL PREMIUM STRATEGY UPDATE

Intended outcomes for December 2022:

Intended outcome	Update
1	(DA/non-DA) % on track for/achieving in Year 6 Reading = 66% vs 36% (Nat. Exp. = 74%)
2	(DA/non-DA) Whole school Reading % = 44%/47% (DA/non-DA) KS1 Reading % = 25%/40% (DA/non-DA) KS2 Reading % = 50%/52%
3	PPG attendance = 94.4% Non-PPG attendance = 95.7% Whole school attendance = 95.5% National Average (to date) 94.4%
4	Pupil voice led by subject leaders show that PPG pupils are benefitting from an equally balanced curriculum as all peers. PPG pupils are represented in all Pupil Leadership groups and attend #KeyinghamKids club either through choice or are supported through the school to access this service.

C: (VW) Whole Trust Budgeting has allowed KPS to help more and more children

Due to time constraints on 2 governors, Part A was paused at 18:25 to allow governors to deal with a Part B agenda item. MC & VW left the meeting

Part A resumed at 18:30 and MC and VW re-joined the meeting

29 INCLUSION UPDATE**29.1 Safeguarding Update**

- 4 children currently in a category of concern
- 2 LAC on roll
- 9 children on the safeguarding monitoring list
- 50 safeguarding concerns logged
- 2 children referred to Early Help
- EYFS 1 recording highest attendance with 95.73%, Yr2 lowest with 94.01%
- PA highest in Yr 2 at 29.17%
- Mental health remains a cause for concern with increased numbers accessing MIND
- Vigilance remains high with 100% staff participation for ongoing CPD

Q: (JF) PA is still quite high, why is this?

VW: We are still seeing lots of term time holidays

C: (MC) Strategies are also in place to help some families

Q: (JF) Are there any other factors we need to be aware of?

MC: A few have the odd day off but nothing significant

C: (VW) We also have a very pro-active EWO (Education Welfare Officer)

Q: (JF) Can you tell us a bit more about the change in eating habits and mental health?

MC: We noticed an increase in CPOMS logs regarding this and are keeping a close eye on them

JH & HS left the meeting at 18:41

Signed by the Chair: J.R. Frankland

Date : 25 January 2023

29.2 ERP Update

- KPS ERP (the 'Hub') has 4 fully funded places with 3 children currently accessing the provision
- ERP is staffed by an Assistant SENDCo and 2 full time TAs
- Sub-Hub created for KS2 children
- Communication and interaction barriers remain the biggest challenge

C: (VW) Our ERP is one of our biggest successes and we are hoping to help more children in the future

Q: (JF) What would be an ideal increase?

VW: We could happily take 4 but we need to be mindful not to overdo it at the moment

Q: (JF) How do you manage expectations?

VW: We are open and honest from the outset. If we feel we can't take a particular child, we have to be upfront but kind

29.3 SEND Update

- 34 children with SEND
- VW completing NASENDCo qualification to cover strategic aspect whilst SENDCo is on maternity leave
- Speech & Language therapist, Inclusion Practitioner and LA SEND workers work with the children when needed

Q: (JF) Is there an overlap with the ERP & SEND?

VW: Yes. ERP funding allows one SENDCo. We are also tracking the impact of support staff

Q: (JF) Does that have a knock-on effect for the rest of the school?

VW: Yes and it is currently benefitting pupils with very specific needs

Q: (JF) How will you ensure you don't get involved in the operational side of SENDCo whilst you are covering the maternity leave?

VW: I don't have an answer for that. We are training up a staff member but if she is ever off, I don't know what we'll do. I won't have a choice and will be happy to help wherever I can

ACTION: VW to speak to L Lowson (TCAT CEO) regarding a whole Trust approach to SENDCo help

30 RISK REGISTER

There has been no change since the last meeting. Failure to deliver good educational outcomes remains the highest risk

31 LINK VISITS

KL conducted a SEND visit. No issues raised

HS visited the student council

ACTION: Governors reminded to complete their link visit forms and submit to LC

ACTION: JF urged all link governors to book their next visits in ASAP

32 GOVERNOR TRAINING

ACTION: SA, JH & KL to complete 'Certificate in Safeguarding for School Governors' before the January meeting

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ACTION: SA, JH, KL & HS to complete 'Certificate in the Role of a School Governor' before the next meeting

NB: Final reminder: If the safeguarding module is not completed, those governors will not be able to join the January meeting

33 DATE OF NEXT MEETING

Wednesday 25 January 2023, 17:00

ACTION: LC to check next agenda with LT and revert back to VW

34 ANY OTHER URGENT BUSINESS

None

35 ACTION POINTS

35a ACTION: LC to contact KL regarding the Vice-Chair vacancy before a decision is made **(minute 22)**

35b ACTION: LC to contact V Tennison, WHA Chair, with regards to HS shadowing his next PP Link visit **(minute 24)**

35c ACTION: VW to contact T Jarvis and new HT with regards to allowing JH time off during the day to conduct link visits **(minute 24)**

35d ACTION: VW to share the 2018 IDSR document with governors **(minute 26)**

35e ACTION: VW to chat with L Thompson regarding the reporting style and reiterate that trends need to be identified **(minute 26)**

35f ACTION: FFT 360 Attendance View to be placed on January agenda **(minute 27)**

35g ACTION: VW to speak to L Lowson (TCAT CEO) regarding a whole Trust approach to SENDCo help **(minute 29.3)**

35h ACTION: Governors reminded to complete their link visit forms and submit to LC **(minute 31)**

35i ACTION: JF urged all link governors to book their next visits in ASAP **(minute 31)**

35j ACTION: SA, JH & KL to complete 'Certificate in Safeguarding for School Governors' before the January meeting **(minute 32)**

35k ACTION: SA, JH, KL & HS to complete 'Certificate in the Role of a School Governor' before the next meeting **(minute 32)**

35l ACTION: LC to check next agenda with LT and revert back to VW **(minute 33)**

Part A closed at 19:10 and MC left the meeting

Signed by the Chair: T.R. Frankland⁸

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