



## St Martin's School and Vale View School Local Governing Body Meeting

Thursday 30<sup>th</sup> January 2025

St Martin's Head Teacher: Mrs H Thompson Vale View Head Teacher: Mrs L Sprigmore

Minutes of the Local Governing Body Meeting held at St Martin's School on Thursday 30<sup>th</sup> January 2025, at 4pm.

**Governors Present:** Francesca Bushell, Kirsty Meakings, Chris Scoble (Vice Chair), Lisa Sprigmore (Vale View's Head Teacher), Helen Thompson (St Martin's Head Teacher), Billy Wilson

**Others Present:** Katie Burton (St Martin's Maths Lead), Andy Wright (Vale View Maths Lead)

**Governance Professional:** Katie Banes

1	<b><u>Welcome, Introductions, Resignations and Apologies for absence</u></b> Governors were welcomed to the meeting. Apologies for absence were received from Carole Bennett and Amanda Abbott. Apologies for absence were accepted and the meeting was confirmed to be quorate.
2	<b><u>Declaration of Business Interests/Pecuniary Interests Against this Agenda</u></b> Governors were given the opportunity to declare any new business interests and/or declare any pecuniary interests against this agenda.
2.1	Kirsty Meakings informed the LGB she is no longer employed as Teaching Assistant at Kingsdown and Ringwould Primary School.  No other declarations of business/pecuniary interests were raised in the meeting.
3	<b><u>Minutes from Term 1 LGB Meeting Published on the Website</u></b> The Governance Professional confirmed the minutes from the meeting held on Thursday 3 <sup>rd</sup> October 2024 in Term 1, have been published on the school websites.
4	<b><u>Approve Minutes from previous LGB Meeting in Term 2 –Thursday 17<sup>th</sup> December 2024</u></b>
4.1	<b>Approval of Minutes</b> Previous minutes were made available to Governors prior to the LGB meeting. The minutes of the Local Governing Body meeting held on Thursday 17 <sup>th</sup> December were approved as a true and accurate record.

<p>4.2</p> <p>4.3</p>	<p><i>The Vice Chair of Governors signed the previous minutes to reflect this.</i></p> <ul style="list-style-type: none"> <li>- <b>Actions</b> SEND Adaptive teaching monitoring visit to be rearranged.</li> </ul> <p><i>All actions are due to be covered within this agenda.</i></p> <p><b>Matters Arising</b></p> <p>Governors were informed since the last meeting, four (4) children had been suspended at Vale View. The reasons children were suspended ranged from physical assault against staff, persistent disruptive behaviour and verbally abusive behaviour against staff.</p> <p>No children had been suspended at St Martin’s since the last meeting.</p>
<p>5</p>	<p><b><u>Ofsted/Statutory/Local School Updates</u></b></p> <p>Governors were shown the new service available from the Department for Education (DfE), which provides an overview of individual school attendance data. Filters can be used to view different vulnerable groups and different categories; the data available provides an overview up to and including the previous date to that of viewing. At the time of the meeting, data showed that St Martin’s had twenty-two (22) children who are persistently absent, which equates to 11.6%. The overall attendance is 95.2%. At Vale View, there are forty-six (46) children who are persistent absentees which is the equivalent of 19.8%. The overall attendance is 93.1%.</p> <p>Governors were informed that unfortunately, data is impacted by children who are on part-time timetables.</p>
<p>6</p> <p>6.1</p> <p>6.2</p>	<p><b><u>Pupil Premium Strategy</u></b></p> <p><b><u>Pupil Premium Review</u></b></p> <p>The review for the Pupil Premium Strategy was made available to Governors via Teams, prior to the meeting.</p> <p><b><u>Pupil Premium Strategy 2024-2027</u></b></p> <p>The three-year Pupil Premium Strategy for 2024-2027 was made available to Governors via Teams, prior to the meeting.</p> <p>It was explained to Governors that the aim of the strategy is to base the funding on a whole-school approach for improving outcomes for those children in receipt of pupil premium funding, but that the funding is not personal budget for those pupils and does not need to be used solely to benefit those pupils the school receives funding for. It was highlighted that there are some families whose children are not eligible for free school meals/pupil premium, but managing day-to-day can be really challenging. This can be for varying reasons; sometimes because families don’t quite make the threshold for different benefits and for others, it can often be personal barriers such as budget management and mental health issues.</p> <p>A Governor asked if there is after school club provision for children in receipt of pupil premium. It was explained that pupil premium (PP) children are invited to attend clubs which are led by the sports coaches, which are free of charge to attend.</p> <p>Some children and families are offered breakfast club and after school club provision without charge to support families, on an individual needs basis. A Governor asked if there was a link between families not paying for curriculum trips and those in receipt of Pupil Premium Funding. The Headteachers confirmed that there is sometimes a link but that the schools often support these families by subsidising the cost of curriculum trips for pupils in receipt of funding.</p> <p>It was highlighted that facilitating the Thrive provision at Vale View school has been a real challenge due to staff shortages. However, it was commented that when the provision is able to take place, positive outcomes are seen in the children.</p>

7	<p><b><u>School Strategic Plan (SSP)</u></b></p> <p>The School Strategic Plan for both schools were made available to Governors prior to the LGB meeting. The SSPs have been reviewed, demonstrating assessment data for the Autumn term. It was noted that with fewer core priorities this year, actions have been more focused and therefore have been more impactful. To support the progress of the key priorities, all continued professional development (CPD) which has been delivered, has been linked to the key priorities.</p> <p>At St Martin's, developing greater depth has been challenging whilst also trying to enable accelerated progress for children reaching the expected standard. There are two year groups with lower percentages of pupils working at age-related expectations and as such, this will be the main focus in those classes before pushing for increases in percentages working at greater depth.</p> <p>There appears to be a trending theme in year three (3), five (5) and six (6). It was commented by Governors that year three would have been impacted due to covid-19; many of these children did not go to nursery and experience early education, socialisation and language development with other children of a similar age. At St Martin's, 50% of children in year three were born in the summer term, which can also have an impact. It was stated further, that children in year five and six would have been in year one and two when schools were significantly impacted by covid-19. To help manage the impact of this and support pupil progress, teachers in key stage two are spending longer ensuring core elements of the curriculum are covered appropriately, with gaps fully filled. It was commented that White Rose positively supports this approach and allows flexibility within the curriculum to ensure sufficient consolidation of learning. Children with SEND are making progress. Early identification of SEND continues to be a focus across both schools.</p> <p>It was suggested that it would be beneficial for Governors to learn more about Drawing Club and Curious Quest at a future LGB meeting, particularly seeing examples of what this looks like in practice.</p>
8	<p><b><u>Governor Monitoring</u></b></p> <p>The report for the class review monitoring, which took place on Thursday 9<sup>th</sup> January 2025 was made available to Governors prior to the LGB meeting.</p> <p>Governors are awaiting monitoring reports and feedback following monitoring carried out on staff voice with regards to the implementation of White Rose and monitoring of a class review.</p> <p><b><u>Planned Monitoring</u></b></p> <p>Safeguarding monitoring to be arranged with either CB or CS.</p>
9	<p><b><u>Curriculum Update – Maths Hub Lead Teachers</u></b></p> <p>Each school has a dedicated Maths Hub Lead for key stage one and key stage two. As part of the training, Maths Hub Leads have visited Sandgate Primary School and Repton Manor Primary School, where they have been able to observe good practice, identifying areas to take back to their own classrooms to refine their practice. The schools are now using the White Rose scheme as a basis to develop the core skills in reception through to year six. Staff are feeling more confident to adapt the White Rose slides and resources to suit the needs of the children in their class. Staff are ensuring resources and manipulatives are out ready and available for the start of lessons where appropriate, so that children can support and scaffold their own learning with growing independence. This has been a positive change; as previously, particularly higher up the school, manipulatives were not as well utilised as they could have been.</p> <p>It was highlighted that since the introduction of the White Rose, children's vocabulary in Maths is improving and there is a greater focus on this in comparison to last year; developing mathematical oracy amongst pupils will remain an ongoing focus. A governor asked if the work is easily adaptable for children of varying levels, but whilst still enabling children to progress in their learning at an appropriate pace. Governors were informed that the use of manipulatives and resources have supported children to demonstrate their understanding as they build towards developing their abstract understanding, which sometimes includes</p>

	<p>strong scaffolding from staff. It was highlighted that it is more challenging for children with SEND and those children working out of year group however, it was noted that gaps are gradually getting smaller.</p> <p>Another Governor asked how leaders are able to ensure teachers have the knowledge to implement the skills appropriately. Governors were informed twilight staff meetings (to date) have had a focus on White Rose and Maths Mastery. Feedback from staff has enabled training sessions to be tailored to the needs identified. The CPD is designed to raise outcomes and outline the mastery principles to teach through White Rose and build upon the foundations already in place.</p>
<b>10</b>	<b><u>Safeguarding Update</u></b>
<b>10.1</b>	<p>Both schools participate in seasonal safeguarding audits carried out by the CEO. A summary of the strengths and next steps for both schools were shared with the LGB:</p> <ul style="list-style-type: none"> <li>- Both schools' single central records were up to date, fully compliant, with good practice of safer recruitment processes followed.</li> <li>- Regular update training is provided to staff, with termly safeguarding letters sent out to all staff, which is a new initiative this academic year.</li> <li>- Risk assessments are completed appropriately and through the use of the IOSH approach.</li> <li>- There were no outstanding actions / items for review on CURA when this was reviewed by the CEO.</li> <li>- Pupil voice evidences that children feel safe in school and understand what it is to be safe in school. If children have any concerns regarding bullying, they know who they can approach to help.</li> <li>- Attendance is monitored regularly, with any concerns acted upon.</li> <li>- Bullying logs, racial incidents and accident records are kept up to date.</li> <li>- Children have regular fire drills and safe inside practices.</li> <li>- Children have access to worry boxes and feel they can speak to staff about any concerns they may have.</li> </ul> <p><u>Next Steps</u></p>
<b>10.2</b>	<p>Some of the next steps were identified as:</p> <ul style="list-style-type: none"> <li>- Ensuring staff risk assessments are moved to personnel files once they have expired.</li> <li>- Ensure safeguarding meeting minutes are consistent and list the members of staff who are in attendance.</li> <li>- Renew the subscription for the Knowsley Online Safety newsletters. (STM)</li> <li>- Utilise links within the Trust for Young Carers within the Smart Project training.</li> <li>- Continue transferring the Bullying Log to a folder and establish the use of the concern/complaint form for bullying. (VV)</li> </ul>
<b>10.3</b>	<p>Governors were informed that the subscription for the online safeguarding platform, CURA is due to expire in March 2025. The Trust will be moving to a new system called CPOMS, which will allow for a wider range of use and enhance communication and view data trends for different categories.</p>
<b>10.4</b>	<p>Governors requested safeguarding newsletters are sent/made available on Teams for Governors.</p>
<b>11</b>	<b><u>Any Other Business</u></b>
<b>11.1</b>	<p>In order to learn more about each of the schools, Governors requested they were sent newsletters and other information for each of the schools. KM was also interested in visiting Vale View for a tour of the school.</p>
<b>11.2</b>	<p>Kirsty Meakings sent her apologies for absence for the next LGB meeting on Thursday 27<sup>th</sup> March 2025.</p>
<b>12</b>	<b><u>Confidentiality of Proceedings</u></b>
	<p>No items of a confidential nature were raised during the meeting.</p>
<b>13</b>	<b><u>Publication of Minutes</u></b>

The next LGB will be held on Thursday 27<sup>th</sup> March 2025 at 4pm at which these minutes will be approved and published.

**Action Points**

- ***Arrange tour at Vale View for KM.***
- ***Governance Professional to contact CB for monitoring reports.***
- ***Headteacher to contact CB/CS to organise safeguarding monitoring.***

Minutes written by the Governance Professional, Katie Banes

Signed *C. Bennett* ..... Date *27.3.2025* .....

Carole Bennett, Chair of Governors