



Part 1 Minutes of the Meeting of the FULL GOVERNING BODY of Lower Peover C of E Primary School

Date:	Thursday 10 th June 2021 at 6.00pm.	
Venue:	Via Zoom Video Conferencing	
Present:	Debbie Rutter(DR) Louise Lawton (LL) Sharon Dean (SD) Peter Longinotti (PL) Father Murray Aldridge-Collin Graham Norbury (GN) Alun McIntyre (AM) Kristen O'Shea (KO'S) Paula Perry (PP)	Parent Governor – Chair Foundation Governor – Vice Chair Head Teacher Foundation Governor Diocese Foundation Governor Co-opted Trustee Parent Governor Staff Governor
Apologies:	Tim Knowles and Jason Haslam	
Absent:	None	
In Attendance:	John Addison Jo Tinker	Clerk School Business Manager

The meeting met its quorum.

Decisions, actions and areas of challenge during discussions indicated in bold text.

Agenda item 1	INTRODUCTIONS AND APOLOGIES FOR ABSENCE
Discussion:	The meeting opened with a prayer. Apologies for absence were received from Tim Knowles and Jason Haslam
Resolved:	That the apologies received from Tim Knowles and Jason Haslam be accepted.
Agenda item 2	DECLARATION OF PECUNIARY, PERSONAL OR EDUCATION INTEREST
Discussion:	LL declared that she had worked 181.05 hours out of a possible 500. There were 318.95 hours remaining.
Agenda item 3	DECLARATION OF ANY OTHER BUSINESS
Discussion:	No items of Any Other Business were declared
Agenda item 4	MINUTES OF THE LAST MEETING of 25TH FEBRUARY 2021
Discussion:	The minutes of the previous meeting of 25 th February 2021 had been circulated to Governors prior to the meeting.
Resolved:	That the minutes of the meeting of 25th February, 2021 be approved as a correct record.
Agenda item 5	ACTION LOG
Discussion:	The Action Log was reviewed and updated.

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FGB of Lower Peover CofE Primary School
Held on 10th June 2021.

Signed by: _____ (Chair) Date: _____

	JT advised that the SFVS had been submitted to the local authority whilst AM advised that he was investigating the feasibility of the School installing solar panels.		
Agenda item 6	GOVERNANCE		
Discussion:	<p>SD advised that Ofsted would begin to conduct inspections in the Autumn and although there was no specific timetable, School should be ready to be inspected.</p> <p>DR had received the results of the skills matrix and would process and asked Link Governors to contact Subject Leaders to arrange visits. DR had been into School today and looked at the geography books which were of a very high standard and showed the progression of pupils through School and that knowledge had become embedded. SD confirmed that she would undertake a formal geography Link Governor visit in July.</p> <p>GN advised that he had undertaken a Link Governor Art visit and would prepare a report in due course, however, he commented that the displays around School were very impressive. LL advised that she had conducted visits in relation to Maths, RE and EYFS whilst KO'S had undertaken a science visit.</p> <p>DR/LL had met to review the extensive list of questions for Governors in advance of an inspection and would be seeking Governor volunteers to be available to support School during the Ofsted visit.</p> <p>SD confirmed that she was organising a visit from a senior HMI to gauge readiness.</p> <p>KS asked that although she was confident answering any science questions from an inspector was there an expectation that Governors should have knowledge of other subject areas? SD advised that Inspectors had an expectation that Governors would have a deep knowledge of their Link Governor role and its impact on the School Development Plan. DR advised that Inspectors would speak to Governors collectively not individually.</p>		
Resolved:	That the Governance update be noted.		
Action:	What:	Who:	When:
	Contact Governors seeking expressions of interest in supporting the School during an Ofsted Inspection	DR	As appropriate
Agenda item 7	HEAD TEACHERS UPDATE		
Discussion	<p>The Head Teacher submitted her termly report.</p> <p><u>School Day and Timings – current and proposal for September 2021</u> SD advised that it was necessary for Governors to formally ratify the length of the school day including session times and breaks and proposed that the timetable introduced in March 2021 should remain in place from September 2021.</p> <p><u>Attendance</u> Attendance was very good. The SBM advised that she had met with the Education Welfare Officer and that feedback was all positive. There was an issue around the coding of attendance on SIMS which when implemented would marginally improve attendance figures.</p> <p><u>Subject Leaders – Standards and Progress</u> Subject leaders evaluated practice and developed an acceptance of accountability. They monitored the progress made towards achieving subject plans and targets, they evaluated the</p>		

effects on teaching and learning, and used this analysis to guide further improvement, using a variety of Subject Leader tools:

- Work sampling
- Planning sampling
- Teacher discussion
- Pupil interviews
- Drop ins to lessons.
- Observing learning and rates of progress in lessons
- Subject leaders provided termly reports in English (reading, writing and speaking and listening for EYFS), maths, science, history, geography, EYFS , RE. Annual reports are provided for music, modern foreign languages, PE, computing, art, D.T and PSHE. Link Governors met with subject leaders on a regular basis and provide reports for the governing body.

OFSTED/. School Impact Planning

Ofsted would be commencing inspections fully in the Autumn term. Inspections were approx. one year and one term behind for good schools. Outstanding schools' inspections would start with schools who had not been inspected for 5 years. In preparation for Autumn 2021 SD had looked at and compared grade descriptors for good and outstanding schools. From this analysis the new school impact plan was currently in the process of being written to start in June 2021 and to continue to August 2022. This would be shared when it was completed. The draft focus were as follows:

Quality of Education

To provide a challenging, personalised curriculum with high quality teaching, expectations and appropriate feedback that impacted on increased attainment in all subjects.

Behaviour and Attitudes

To ensure a safe and happy learning environment where children demonstrated a resilient attitude towards their learning and positive behaviours enabled them to know where they were going and what they needed to achieve success.

Personal development

To ensure our pupils' personal development was enriched through curriculum opportunities that allowed them to actively engage with society and feel connected with the wider world. To support pupils' emotional well-being particularly considering the COVID recovery phase.

Leadership and Management

To ensure that Leaders at all levels demonstrated a deep and accurate understanding of the school's effectiveness. Leaders utilised this knowledge to keep the school improving, by focusing on the impact of actions in key areas.

EYFS

To create an enabling environment that met the needs of all learners and provided challenge in all areas of learning and promoted the development of emotional literacy.

SALIX Funding

Following a meeting with Cassidy and Ashton, the Chair and Vice Chair of Governors it was agreed that SALIX funding was not a funding route to replace the school lighting system.

Front Loop/Turning Circle

This remained a Health & Safety hazard and was now in the hands of the Diocese to rectify.

Budget Update

ASIA Work (Associate School Improvement Adviser) SD reported that she was now allowed to visit schools again to implement local authority ASIA work and currently had an allocation of 13 schools, who required different levels of support. This work brought £500 per day into the

school budget.

Moderation Work

Mr Young, as local authority moderator, had been allocated 9 schools to support with Year 2 moderation of English work. School received £500 per day for the work Mr Young undertook. Each school was allocated half a day moderation. This was in addition to the SLE (specialist leader in education) work Mr Young completed to support schools with English.

Sports Partnership

It had been agreed with the Holmes Chapel Partnership to continue with the sports competitions from September 2021 at a cost of £8 per child.

Northwich Education Partnership

Lower Peover Primary School had joined the NEP. This costs £1 per child for an academic year. The benefits of this partnership were as follows:

- Half termly meetings for head teachers and senior members of staff.
- Annual art exhibition with common theme across the partnership
- Annual drama/ dance exhibition.
- Annual school parliament meeting and support.
- Termly subject leader training. Support with planning and moderation of writing for EYFS – Y6
- Moderation of reading for EYFS and Y1 in the Autumn Term
- First for Maths subject leader training, planning and moderation.

Covid Local Support Scheme

The Covid Local Support Scheme was announced nationally in April as a short-term successor to the Winter Grant Scheme to cover the later stages of restrictions being in place, through to 20 June 2021. Although this was an extension of the previous scheme under similar guidance, it had been renamed and was seen as separate to the Winter Grant Scheme, which had now closed.

Cheshire West and Chester Council had received an allocation for the Covid Local Support Scheme of £217,752. It was proposed that this be utilised by the 21 June 2021 deadline in the following ways:

- Funding would primarily be directed to support free school meals cohort around the May holiday period.
- £10,000 to HELP scheme targeted at benefit cap and other hardship cases in May and June 2021.
- £18,752 to support activities in May half-term in conjunction with the Welcome Network.

Each school would receive £20 for each child who was in receipt of benefits related free school meals. Meal vouchers had been purchased for families in receipt of benefit related free school meals.

SD reported that she had had the monthly catch up meeting with Public Health England and that stringent control measures had been reintroduced especially around transition. In respect of new children in Reception from September 2021 School had arranged an outside

	<p>social distanced meeting for 14 pupils to advise of arrangements around the start and finish of the School day. The remaining 16 children were siblings so knew the arrangements.</p> <p>Restrictions were also being imposed on trips outside of your home county. A letter would be sent to parents advising of the new restrictions.</p> <p>In respect of the Zoom coffee chats with parental year groups KO'S asked if there had been any common theme which emerged. SD advised that no single issue came up but questions were asked about first day back after term and the children were missing Church on Fridays</p> <p>CPD Details of CPD undertaken were included in the report.</p>
Resolved:	That the Head Teachers Report be noted
Agenda item 8	FINANCE
Discussion:	<p><u>Budget 2021/22</u> JT advised that this was now in the system</p>
Resolved:	That the report be noted
Discussion:	<p><u>Joint Car Park Account</u> DR advised that she and LL and AM had met virtually to discuss the Joint Car Park Account but no firm conclusion had emerged and that a further meeting would be arranged to try and take the matter forward. SD commented that the School was there for the children whilst AM advised that the Trustees were there for the School</p>
Resolved:	That the report be noted.
Agenda item 9	STAFFING
Discussion:	SD advised of the teaching staff structure for September 2021. School had made a part time Administrative Assistant appointment and would be interviewing for an apprentice Teaching Assistant from September
Resolved:	That the report be noted.
Agenda item 9	SAFEGUARDING REPORT
Discussion:	DR advised that 2 children in School had been classified as Children in Need, and that 1 child was subject to TAF. DR had met with Mr Bradley to discuss support for the families.
Resolved:	That the report be noted.
Agenda item 10	UPDATE FROM TRUSTEES
Discussion:	<p>AM reported that the local history project had been a great success, and that the Trust would fund books for Yr6 leavers and scripture books for Reception children.</p> <p>AM was asked to raise the issue that PLs term of office expired in August 2021 and to put the necessary processes in place for his reappointment.</p>
Resolved:	That the update be noted
Agenda item 11	DATE OF NEXT MEETING
Resolved:	Thursday 16th September, 2021 at 6.00pm

There being no further business the meeting closed at 7.45pm