

LOOSE PRIMARY SCHOOL
Local Governing Body Meeting
Wednesday 30 November, 2022 at 5.00pm
In School

Present: John Edgar (Chair of Governors (CoG)/Co-opted Governor), Sarah Holman (HT), Berenice Pretlove (Co-opted Governor), Elizabeth Harris (Staff Governor)

Apologies - Richard Benjamin (Parent Governor)

In attendance: Sean Johnson (DHT), Sam McMahon and Katherine Atkinson (Associate Governor)

Clerk: Penny Monksfield (*Minutes of meeting were taken by admin assistant due to absence of clerk*)

Item Number	Action
1 Welcome & any introductions 1.1 The CoG welcomed everyone to the meeting and thanked them for attending.	
2 Apologies for absence 2.1 Tim Williams was absent and no apologies were received. Richard Benjamin sent his apologies due to illness. 2.2 The meeting was declared quorate.	
3 Declaration of Business Interest and any other admin matters 3.1 No new interests to declare.	
4 Minutes of the last meeting and any matters arising 4.1 The minutes of the last meeting held on the 12 October 2022 were agreed and will be signed electronically by the CoG.	JE
5 Any Other Urgent Business See Confidential annexe	
6 Trust Matters 6.1 The minutes of the last Trust Board meeting on the 19 October 2022 had been received and noted by governors. <ul style="list-style-type: none"> • Education & Curriculum Committee Minutes to follow / mtg postponed. 	JE / BP
7 Trust Policies 7.1 The following policies, approved by the Trust Board meeting of the 19 October 2022, were duly noted by the governors: <ul style="list-style-type: none"> • Absence of Staff and Special Leave • Appraisal Policy (& appendices) • Behaviour Principles • Exclusions Policy • Extended Services • Finance • GDPR & Data Protection • GDPR Data Breach Action Plan • Health & Safety • Parent Code of Conduct • Pay & Reward • Safeguarding/KCSIE • Staff Code of Conduct • Uniform Policy 	

<p>8 School Strategic Matters</p> <p>Headteacher's report</p> <p>Sarah Holman delivered a verbal report.</p> <p>8.1 Sarah explained that as mentioned in the last meeting, it is proving extremely difficult recruiting even though Loose is a large school with many opportunities. All jobs are not attracting as much interest as previously. The most successful contracts appointed to are currently those on a zero hour basis. What is the way forward? It was mentioned that we will be looking to get a pool of TA's to rely on rather than using Supply staff. Discussions were then held around the subject of recruitment and types of jobs required / posts unfilled.</p> <p>8.2 Works on site are ongoing. Unsure of completion date regarding the roofs that were started in the summer.</p> <p>ACTION PONT – John Edgar to discuss with Andy Lacey areas of snagging which have been outstanding on works more than 12 months old, e.g. doors.</p> <p>8.3 STRATEGIC PLAN – Noted, no further comments made.</p> <p>8.4 Review - Discussions were then passed to Sean Johnson to talk about DT and Science review. Sean explained that we are and have been using a scheme called KAPOW. KAPOW is planned currently on a two year cycle which we will look to move to one year. So far, Year 5 have been using the scheme concentrating around bridges, building them and moving on to investigate their specific purpose. Video clips and many other learning tools are part of the scheme and offers excellent learning opportunities.</p> <p>8.5 Sarah Holman and other members of the SLT team visited Allington School who have recently been rated as outstanding to reflect and consider upon our offer to pupils at Loose.</p> <p>8.6 Comparative judgements for Year 3.</p> <p>Mr Johnson spoke with Year 3 regarding the comparative judgement results and the next steps for the children within Year 3. We spoke about the need for children to be exposed to this school of 'cold writing' and how we would map out the genres for the cold writes so we can ensure children have a wide range of experiences as they move through the school.</p> <p>SCHOOL COMPARATIVE JUDGEMENTS – PAGE 3</p> <p>Discussed gender gaps are clear between boys and girls primarily for reading and maths at Loose and nationally. Also discussed our support and provision for pupils in receipt of pupil premium funding to close gaps.</p> <p>8.7 Shared school statutory documents</p> <ul style="list-style-type: none"> • Accessibility Plan - approved • Summary Sheet • Dashboard • Pupil Premium report - approved 	<p>JE</p>
<p>9 Finance</p> <p><u>October Management Accounts</u></p> <p>9.1 From a recent meeting with the Trust finance team, it was indicated that Loose Primary School have a reserve amount of £136,000. Question was asked, 'Why there is this money and why is it not being spent on the pupils?' £150,000 was frozen during Covid due to so many unknowns. The HAF scheme was introduced this year creating £40,000 profit and also discussion around difficulties in securing quotes and contractors.</p>	

<p>Many questions asked including what does the school want or need for pupils moving forwards? Should we save the money for huge increases expected in energy bills and rising costs or spend it?</p> <p>Question also asked from a governor around the monies raised from Loose Gets Lively! Performance. ACTION POINT to find out. Preliminary enquiries show that the funds were originally requested in a letter to parents to use the funds for pupils/school needs.</p> <p>Updates and refurbishments of all toilet facilities in the school was the biggest need at current time. Quotes being sought so can we proceed and windows are required in areas, approximately £20,000. Also the toilet works will be part of a CIF bid this year so if successful in this bid, only staff toilets would need refurbishment (not covered in the bid).</p> <p>ACTION POINT – John Edgar to discuss matters with Andy Lacey</p> <p>9.2 No further issues were raised regarding the spending budget as there is a plan for a new building on the field if monies were left following increases. Ideal would be a building with dance / drama studio / office areas and hard or astroturf outside area for all weather playing to increase indoor and outdoor space. SH re-presented this plan for reference although it was noted that due to many rising costs it may be such funds are saved / frozen for these.</p>	<p>SH</p> <p>JE</p>
<p>10 Safeguarding and disability matters See confidential annexe</p>	
<p>11 Any other school matters 11.1 Nothing to report.</p>	
<p>12 Governor Monitoring <u>Monitoring Pairs</u> Each report was shared.</p>	
<p>13 Any other governor matters Inset Day – 3rd January 2023 Finally, Sarah invited all Government members to attend our next forthcoming Inset Day on 3rd January 2023 to see and understand another project called Opal Play. Opal Play is being introduced to all break and lunchtime activities mixing children from different year groups to zones. Areas of Opal Play can be viewed on YouTube for examples.</p>	<p>All governors</p>
<p>14 Agreement of confidentiality and action points 14.1 Confidential discussions contained in annex. 14.2 Action points were agreed and listed in the table at the end of the minutes.</p>	
<p>15 Points to feedback to the Trust Board</p>	
<p>16 Dates for next LGB meetings and any school events</p> <ul style="list-style-type: none"> • Wednesday 1st February 23 at 5pm • Wednesday 22nd March 23 at 5pm • Wednesday 17th May 23 at 5pm • Wednesday 5th July 23 at 5pm <p>Governors to see weekly newsletter for school events</p>	

Signed.....

Date.....

(Chair of governors to initial bottom of every page)

ACTION POINTS

Para no	Action point	By whom/when
4.1	Sign minutes	JE
4.2	Parent governor election	JE / SH Jan 2023
6.1	Committee attendance and feedback	JE / BP
8.2	Snagging to discuss with AL	JE
9.1	Loose Gets Lively spend / letter to clarify CIF bid, our contribution – toilet refurbishment	SH JE
13	Governor attendance – DDay – Jan 2023 – who can attend?	All govs, let SH know Dec 2022

DRAFT