



02/07/2021

## Minutes

### Local Governing Board; Windmill Hill Academy Friday 2<sup>nd</sup> July 2021 at 9.30am Remote Meeting via Zoom

*All participants had audio and video*

#### 1. Welcome and Apologies

**Present:** Ruth Bawden (Chair), John Harris, Anna Body, Nicky Gilbert, Adam Matthews, Abby Bassett (HoS), Jo Callow (EHT)

**Apologies:** Lin Millard (school trip)

**In Attendance:** Toni Martin (Governance Officer)

RB noted that this was her final meeting as she is stepping down and thanked everyone for their support over the last few years.

#### 2. Declarations of Interest Relevant to this Agenda

None declared.

#### 3. Confirm Minutes of LGB Autumn Meeting (12<sup>th</sup> March 2021) and Matters Arising

Governor Monitoring actions. *See item 9*

Decision made to accept minutes as true and accurate record of meeting and the Chair signed a copy.

#### 4. Head Teacher's Report / Current Situation Update

AB discussed latest figures for September and that numbers for foundation are slightly lower than normal. Staffing is sorted for September but budget is very tight and need to be creative to meet all needs. She noted some of the staffing changes and plans.

Governors discussed some of the PE provision and wild tribe using Arena. **AB noted numbers on EHCPs. Do you have funding and staffing for this?** AB noted the increase in SEN children that does not come with the required additional funding, so the planned staffing arrangements will have to be used flexibly to provide for these children. She also noted a trainee TA who has requested to volunteer in the school from September as part of her development.

Progress is being made with the provision of after school care. The administration and staffing is being looked at in detail. AB noted the plans for a new puppy in school and benefits this brings in terms of children's mental health. Staff performance management is being done with NG later this term. Transition is being completed for reception pupils. Usual transition not available at Launceston College but other options are available to the pupils. AB noted about grants; success with Tesco community grant but lottery and DPD grants not successful.

AB updated on attendance of both staff and children; overall been very good throughout. **Yr 2 absence seems to be higher all the way through the year?** AB explained briefly without giving any specific detail. **A governor required about security at the front gate?** AB noted it is closed but unlocked during drop off and pick up. Governors discussed exclusions and the criteria behind them, and the options open (but no specific matter was discussed).

## 5. Recovery & Data

Nationally lockdowns are going to have a detrimental effect on pupils attainment and progress. Assessments have been done internally this term. Data will not be published externally this year. However, it will be sent to County for comparison. It is important to see where the children are at ready for start of next academic year and also to see what progress has been made with the recovery provision that was put in place. Following moderation to ensure the judgements are secure, data will be finalised and analysed, and then shared with governors.

Reading – 88% at ARE or higher – which is higher than would have normally been expected

Writing – 76% at ARE or higher – this has been most affected by Covid lockdown

SPAG – 88% ARE or higher

Maths – 84% at ARE or higher

Combined (reading, writing and maths) – 72%

Mobility has affected some of the data. The Chair noted this the positive results show that the recovery money has been well spent and had an impact. **How does this data compare to the usual national average figures?** It compares very positively. AB noted that the children have worked exceptionally hard and their attitude to learning has been very positive.

Yr 1 phonics was 79% which is almost at national average and mobility has affected the figures.

Yr 2 by end of year, 90% will have passed phonics. For Yr 2:

72% reading ARE

52% writing ARE

69% maths ARE

Finally, EYFS is at 60% good level of development. **Has the gap with the Pupil Premium children closed and is it in line with the other children?** AB noted how PP children are comparing to the other pupils. The governors pass on a huge thanks to all staff for all their hard work, especially with year 6 who have grown in confidence, and progress made since lockdown.

## 6. Improvement Plan

AB briefed on the likely improvement priorities for next academic year:

Priority 1 – embedding in the new EYFS framework, with a huge focus on communication and language, and developing the curriculum.

Priority 2 – Writing – although progress is positive, attainment still needs some work.

Priority 3 – Capability Curriculum – develop the subjects given new information from Ofsted and other developments.

Priority 4 – Visible Learning – developing the children into better learners in the future.

Governors agreed that these look sensible and will review early next term.

**7. Safeguarding**

AB updated governors on safeguarding matters. Feedback from S157 return has been received and nothing to be actioned. Covid has affected families and well-being. SCR up to date; JH has liaised with the Child Trust Protection Officer regarding this.

**8. Staff and Pupil Welfare**

Staff attendance is good. It is relentless, hard work and staff are tired but everyone is coping and is positive. Well-being strategies are being used and staff are supporting each other as a team. They are looking forward to a summer break.

**9. Governor Monitoring**

- The Chair met with the Trust CEO on 17<sup>th</sup> March; report provided to governors; discussion included early years, risk register and improvement plan.
- S157, SCR, on line safety with HoS and CP (JH) – see item 7, awaiting report.
- Meet with SENDCO to discuss SEND (RB) – report provided to governors.
- Pupil Voice (NG, AB, AM) – separate report.
- Early Years (NG) – report provided to governors.
- Working group to discuss recovery, progress & PPG (AM, AB & RB); conducted on zoom.
- Follow up discussion on PE budget (NG) – separate report.

**Agree monitoring and working group for next term**

**Working group – SEF, improvement, top 3 risks (AM, AB and JH)**

**Early years (NG)**

**Chair's meeting with AB, with CEO, and safeguarding visit (JH)**

**10. SEND**

ABo will take on SEND lead governor. SEND local offer already published on the website.

**11. Complaint**

Discussion took place around a complaint received by email, although this has not yet been submitted as a formal complaint. A letter has been drafted to respond to the informal complaint and once governors have reviewed, it will be sent to the school neighbour.

**12. Governor Recruitment, Mentoring & Training**

Chair & Vice-Chair role descriptions will be separate roles and role descriptions have been produced. TM will be producing a lead governor role descriptions document. AM has completed local governor training on 25/5/21.

**13. Any Other Business**

AB wanted to thank RB for her service as a governor and Chair; a huge well done for everything and thank you so much. The Chair elect joined the governors in adding their thanks also. RB noted that she has greatly enjoyed the role, it has been a challenge but it has been great to be part of the team.

John Harris volunteered to take over as Chair and the governors voted in favour and JH was formally appointed as the new Chair.

**14. DONM**

Date of next meeting is Friday 3<sup>rd</sup> December 2021 at 9.30am either at WHA or at central office.

Meeting closed at 11.35am.

TJH Martin

ADMAT Governance Officer

**Distribution List:**

John Harris	Chair/Co-opted Governor
Lin Millard	Staff Governor
Anna Body	Parent Governor
Nicky Gilbert	Co-opted Governor
Adam Matthews	Parent Governor
Abby Bassett	Head of School
Jo Callow	Executive Head Teacher
Will Hermon	CEO
Graeme Barriball	Chair Board of Directors