

**MINUTES OF THE GOVERNING BOARD MEETING OF MONKSDOWN
PRIMARY SCHOOL HELD ON THURSDAY 16th JUNE 2022 AT 9.30M AT THE SCHOOL**

PRESENT

Martin Reynolds - Chair
Jacquie Price – Headteacher
Joanne Leadbetter
Josh Cliff
Gill Stewart

Also Present

George Allen – Clerk

22/FG01 APOLOGIES FOR ABSENCE

Action

Apologies were accepted from Lizzie Orr.

The Headteacher reported that a replacement has been identified to replace Mathew Allen as Staff Governor. Governors will be informed of developments.

22/FG02 ITEMS OF ANY OTHER BUSINESS

There were no items of Any Other Business

22/FG03 DECLARATIONS OF INTEREST

There were no declarations of interest

22/FG04 MINUTES OF THE PREVIOUS MEETING

The minutes of the previous meeting held on 17th March 2022 had been circulated in advance of the meeting.

- a) Accuracy. It was agreed that the minutes were a true and accurate record.
- b) Matters Arising. There no matters arising from the minutes of 17th March 2022.

22/FG05 COMMITTEE MINUTES

- a) Resources Committee 26th May 2022

The Headteacher reported that the Resources Committee had considered a variety of issues at its last meeting. They included: budget, staffing, premises and building works.

The minutes of the Resources Committee were noted.

22/FG06 BUDGET UPDATE

The Financial Summary and Budget Narrative Report of 10th May 2022 was distributed to governors prior to the meeting. The Schools Business Manger presented the reports. Arising:

- I. The budget had been formulated in conjunction with Gill Farrington (SIL). It includes projected school finances for the three-year period to 2024/25.

- I. Staff Training. A wide range of course attended by staff were listed for the attention of Governors. These activities enhance CPD and ensure that staff are obtaining up to date training and knowledge within key areas including Safeguarding, EYFS and SEND.

It was also noted that Josh Cliff had attended an SEND course and Martin Reynolds had attended a finance course. As Chair of Governors, Martin Reynolds had undertaken a Health and Safety Walk at Monksdown Primary School on Thursday 16th June.

- II. Attendance. There are 630 on roll. Attendance at 93.9% is improving. Persistent Absence has reduced to 15.7% since the last meeting. The Headteacher provided data concerning PA within local schools. Monksdown Primary compares well in relation to other schools.

The school is proactive in response to absence. Attendance is a major priority and all staff understand their role in addressing the issue. Other factors include:

- There is a dedicated Attendance Team and this is being led by Gill Stewart
- Continuing monitoring of PA groups is taking place
- Continuing to improve punctuality and incentives are being considered for next term
- Those eligible for Pupil Premium remain the biggest target group

III. Staffing.

- A number of staff will be leaving the school at the end of this academic year: Joe Anderson has now qualified as a teacher and is looking to find a role. Hannah O'Byrne is relocating. Kellyann Thornton has found a position near to home. Karen Makin (SLT/SENCo) is retiring and Shaun Haughey has obtained promotion to become an AHT in another school. All were wished well and thanked for their work.
- New staff appointments are: Stacey Rawlings (Reception) who has started really well in post, Katie Morrison (Reception-ECT), Haley Wright, Rebecca Bedson (Year 4), and Carly Gibbons (Year 2 – temporary contract). The three new TA's have made a good start and have participated in the appropriate training.

The resignation of the full time SENCo just before resignation deadline date has meant it is unlikely that a full time SENCo will be in post before January 2022. The advert for the vacant SENCo post has gone out. Claire Perkins, who is working 2 days per week, is exploring the possibility of working more hours.

IV Buildings and Grounds

- Following the submission of tenders, the Resources Committee agreed that SMB Construction would undertake the work to build the new classroom. It is hoped that the new classroom would be ready for September 2022.
- Architects have been appointed for the planned extension (two classrooms for Year 5 and Year 6). Extension work is expected to commence in February 2023.
- The Shepherds Huts for reading in different playgrounds will open in September 2022.

V Safeguarding. All termly safeguarding data was included within the Headteachers Report.

VI Enrichment and Community Events. Gill Stewart reported on a range of activities such as:

- A group of selected children attended a recent football match at Everton F.C.

- Walk to School Week – 16th May.
- Slavery Museum Trip (Year 6) and a Recycling Trip (Year 5)
- Billionaire Boy at Liverpool Empire Theatre (Year 2)
- Harry Potter Night (Year 3) and Movie Night (Year 5) have been held
- A variety of Jubilee celebrations took place that were popular with pupils and parents
- Dads, Lads and Daughters Cookery Classes. Photographs were shown to governors that highlighted the successful involvement of dads in the cookery classes.
- Wear Yellow for Cystic Fibrosis. The school community is being encouraged to dress in yellow in recognition of cystic fibrosis.

IV. Pupil Voice

Children were recently shown television coverage of the performance of a hearing impaired contestant on Strictly Come Dancing. The children were so impressed and interested that they requested British Sign Language to be provided at the school. As a result of the suggestion of the pupils, BSL now takes place each Monday morning.

The Headteacher thanked governors for their continuing challenge and positive support.

22/FG10 BUDGET MONITORING AND THE SCHOOL FINANCIAL VALUE STANDARD

The School Business Manager presented the Budget Monitoring Report and the SFVS.

a) Budget Report. Issues covered and addressed within the report included:

- A meeting with Gill Farrington (SIL Finance Officer) took place on 8th February 2022
- The Budget Review completed with Gill Farrington was circulated to governors
- The 3 Year budget projection includes projects that will incrementally reduce reserves.
- All large items have purchased and most invoices have now been received.
- Bought In Services include SENCo staff, Speech Therapist and Behaviour Management.
- There are costs identified that relate to the supply staff cover for absent school staff.
- Staff Development costs exceed forecast but this is due to the valuable CPD undertaken
- Energy bills have remained constant but are expected to dramatically increase and the the catering line is overspent due to the late invoicing from the catering company for expenditure for supplies from the last year.
- The staffing forecast costs are expected to underspend by approximately
- Reserves stand at . This will reduce as a result of future anticipated costs but the budget is in a relatively healthy position for the remainder of the year.

b) SFVS 2021/22

The SFVS concerns judgements on the effectiveness of financial and resource management. It contains 30 questions that are required to be answered. The completed SFVS is required to be returned to Liverpool City Council by 1st April 2022. The School Business Manager outlined that the SFVS had been completed in conjunction with Chair and the Vice Chair.

Governors adopted and approved the SFVS for 2021/22. The SFVS was signed by the Chair of Governors.

22/FG11 PUPIL PREMIUM

Mathew Allen presented the Pupil Premium report. Arising from the presentation:

a) Update Information. A paper was distributed to governors that contained the impacts that have occurred during this school year and was entitled: 'What have we done'. It contained a list of interventions and their descriptions alongside the numbers of children positively impacted.

Examples are as follows:

- PP Readers – Readers to be heard 3x per week – All children read on a regular basis
- Promote Reading – First Chapter Friday (and reading awards) – All PP children
- Third Space Learning – Online 1:1 Maths Tuition – 45 children in KS2 supported
- Writing Clubs – Targeting of pupils working below Expected Standards – 5/8 per class
- Examples of the excellent work of pupils was distributed to governors

A Case Study relating to a Year 6 pupil was tabled for the attention of governors. The Case Study demonstrated the substantial progress made in reading and writing as a result of PP support

Other aspects of Pupil Premium were outlined to governors:

- Pupils are progressing and increasing their standards of learning
- Impacts of the interventions are being evidenced in improvements in attainment
- There is regular testing in Year 6 as part of pre-SATs planning activities
- Pupils are achieving higher 'Steps' as a result of Pupil Premium interventions
- Attendance is an issue with PP pupils and plans are in place to address this

Gill Stewart outlined that Pupil Premium rates at the school are high and in Year 2 up to 62% of pupils are eligible. It is also critical that teaching staff are aware of pupil premium children.

b) Residential to Peter Gordon Lawrence (PGL) Centre

Action

It was explained that usual school residentials take place at the Coniston Centre. However, the Coniston Centre cannot accommodate the approximately 90 Year 5 Monksdown pupils.

It was proposed that the residential for the summer term 2023 takes place at the PGL Centre in Shropshire. The PGL Centre has a strong track record (and is also known as 'Parents Get Lost'). The residentials provide evidenced learning and enrichment activity that contributes to attainment

The costs per pupil would be £100. Parents of the 90 pupils will be requested to contribute £50. This is the highest amount that the school has requested of parents. It is proposed that school funds contribute £50 per pupil for the five-day residential at the PGL Centre.

Governors agreed that the school will contribute costs of £50 per pupil to fund pupils to attend the residential at the PGL Centre for five days in June 2023

Governors thanked Mathew Allen for his presentation

22/FG12 CURRICULUM FOCUS

I. Reading/Phonics

Chloe Grice presented the update on Reading and Phonics. Arising:

i. Early Reading:

Standards in phonics and reading are improving. A planned range of reading and phonics activities have taken place during this school year. This has led to increases in attainment.

Phonics has been given high priority in EYFS this year. Baselines indicate that 48% of children were on track by Spring 1. A curriculum that is rich in language development will continue to be the main focus within planning for education and in developing learning environments

ii. Phonics:

Year 1 pupils have made good and steady progress this year from a lower than national baseline. The majority of pupils entering year 2 are working slightly below the level of check screening but will make significant progress towards that level throughout the remainder of the year.

These activities have included;

- Pathways to Reading, Pathways to Spell (with 43 pupils in KS2 now off phonics).
- Booster Classes and planned interventions to enhance reading and phonics.
- Natural Storytelling Week, Reading as a theme in Parents Evening and Book Days.
- Vocabulary has improved and samples were distributed for the perusal of governors.

Phonics ARE data in Reception, Yr1 and Yr2 was tabled for the consideration of governors.

The Chair acknowledged the substantial progress being made in phonics and particularly the Reports of the advances in reading amongst pupils and the levels of parental engagement.

Chloe Grice was thanked for her presentation.

22/FG13 POLICIES FOR APPROVAL

Action

The following policies were considered by the Governing Board:

- a) SEND Policy 2021/22
- b) School Pay Policy 2021/22

Governors adopted and approved each of the policies for 2021/22

22/FG14 SCHOOL IMPROVEMENT PLAN – Whole School Mental Health and Wellbeing

Jo Dakin provided a presentation to governors on the Whole School Approach (WSA) to Mental Health and Wellbeing as a key part of the School Improvement Plan. It included:

Key Priorities such as:

- Continuing to develop a whole school vision for PSHE and this to be followed by staff.
- Improving parents understanding of the PSHE and RSE curriculum.
- Closely monitoring and supporting the teaching of PSHE in school and its effects on emotional and social wellbeing. Ensure PSHE is embedded across the curriculum.
- Developing a scheme of learning for RSE alongside Jigsaw.

Monksdown Primary School adopts the 'ROAR' approach and there is major recognition of the

Importance of PSHE/RSE in the curriculum. Children are making progress in relation to attainment.

The work of the Monksdown Mental Health Team was highlighted to governors and each role within the team was outlined. RSE and the issues regarding parental engagement was explained

Governor Challenge: *How are parents responding to RSE being in the curriculum?*

Response: *Jo Dakin explained that parents are fully consulted on the nature of RSE learning. It is an essential part of emotional and social wellbeing. There have been examples of parents opposing the teaching of RSE. Parents can choose for their children to opt out of RSE but the vast majority value its contribution to the effective learning experience of their children*

Other points included: the Ofsted themes such as 'character and resilience' are related to WSA: an explanation of the RSE and PSHE Framework: How the WSA approach is embedded within the school curriculum: how WSA data is improving Primary Assessment attainment levels.

Jo Dakin was thanked for her report and the presentation will be emailed to all governors

22/FG09 ACADEMIES DISCUSSION

It was agreed that that the Academies Discussion item would be deferred to a future meeting. This will enable the Headteacher to provide more detailed information and prepare a fuller update for governors in relation to the issue.

22/FG15 ANY OTHER BUSINESS

There were no items of Any Other Business

22/FG16 DATE AND TIME OF NEXT MEETING

- Full Governing Body – TBC

The Headteacher will liaise with the Chair of Governors in relation to the next meeting.

There being no further business the meeting concluded at 11.50am.

