

**MINUTES OF THE GOVERNING BOARD MEETING OF MONKSDOWN PRIMARY SCHOOL
HELD ON THURSDAY 5th DECEMBER 2024 AT 9.15AM AT THE SCHOOL**

PRESENT

Martin Reynolds – (Chair) Co-Opted Governor
Jacquie Price – Headteacher
Josh Cliff – Co-Opted Governor
Maya Diab – Parent Governor
Joanne Needham – Co-Opted Governor
Sequoia Chapman – Co-Opted Governor
Katie Lawrenson – Staff Governor

Also Present

Gill Stewart – Deputy Headteacher
Matthew Allen – Assessment Lead

24/FG01 WELCOME AND APOLOGIES FOR ABSENCE

The Chair welcomed all attendees to the meeting. There were no apologies for absence.

24/FG02 MINUTES OF THE PREVIOUS MEETING HELD ON 19th SEPTEMBER 2024

The minutes of the previous meeting were agreed and signed by the Chair of Governors.

a) Matters Arising

- Josh explained the bid for aerospace STEM opportunities would be decided by the end of December.
- Governors asked if the site supervisor role had been filled. HT explained there had been difficulties due to safer recruitment and the post had been re-advertised. Interviews would be taking place the following day.

24/FG03 DATE AND TIME OF MEETINGS IN 2024/25.

Governors approved the schedule of Governing Board meetings for 2024/25.

24/FG04 DATA REPORT (Sent prior to meeting)

Assessment & Intervention support – Matty Allen

Matty presented our new assessment system 'Balance'. He explained the number system 0 (working below, 1-3 (not there yet) 7-9 (Age related expectations) 9 (Greater Depth)

Question: How do you know the judgements are accurate?

Answer: Moderation of children's work across year groups and phases, book looks, drop ins, teachers knowing their pupils.

Matty explained after the next lot of data had been added then Balance would also provide comparisons, question level analysis and data for specific groups e.g. Pupil Premium.

Question: Have staff had training?

Answer: Yes, by an external provider and assessment lead.

Question: To clarify is the professional judgement 1-9?

Answer: No, the numbers are a tool to indicate. The judgements are Working below, nearly secure, secure and greater depth.

Question: How have teachers responded to the new system?

Answer: Katie responded as class teacher. Teachers still assess, use an online tool so it is a similar workload however this system will identify specific gaps.

Question: What was the cost?

Answer: over 3 years which is similar to Target Tracker – the old system.

Matty then demonstrated Pixl which will offer various tools. We are replacing the NFER tests that we did and using the termly tests on Pixl which then makes comparisons between other schools. It demonstrated what we are doing well and identifies gaps.

If a gap is identified e.g. Inference – then there are interventions (therapies) that staff can access to help to plug the gaps and support children's learning. These can be done either whole class if it is a common problem/misconception or can be done as a group if there are just some children who need support in that area.

Staff would carry out a pre assessment test, deliver the 'therapies and then take the test again.

Question: How do staff know which interventions they have done?

Matty demonstrated a graph from his class. (red – child not understood, Amber child answered one of the two questions correctly, green – correct.

Question: Would you send this home so that parents can help their child at home?

Answer: There are home learning challenges that some year 6 pupils are taking home. Class teacher will speak to parents if they feel a pupil is struggling. Communication is key not just at parent's evenings. HT explained that many parents do not like homework and will not encourage their children to work at home. Home learning such as times tables and reading are actively encouraged daily.

Pixl demonstration – challenge & stretch as well as SEND support.

Question: What about pupils who are working below for example at zero?

Answer: The children not working at National Curriculum level are assessed through PIVATs which show small steps of progress.

24/FG05 HEADTEACHER REPORT (Sent prior to meeting)

- Buildings & Grounds
- Staffing update
- SEF
- Monthly planner (school activities this half term)
- Pupil Voice
- Enrichments
- Parents & Community

The Headteacher presented the report.

24/FG06 EAL & PUPIL PREMIUM REPORTS

The EAL & Pupil Premium reports were distributed to governors prior to the meeting. Arising:

I. EAL. – The reported was noted

II. Pupil Premium

Katie Lawrenson shared the data report for each year group and identified strengths and areas to consider. She pointed out that Autumn 2 data would also show useful comparisons on our 'Balance' system.

Each year group had nest step targets.

Governors observed some cohorts with over half of the cohort PP (year 5)

Katie acknowledged year 3 who currently have over half of PP pupils on-track.

and impact of interventions. The enrichment report was also shared including the experiences and trips that children were able to receive and their links to learning.

24/FG07 CPD OPPORTUNITIES

Question: What support is there in school for ECT's?

Katie Lawrenson explained that she was one of the ECT mentors. She explained the support that ECT's get including additional time to observe other teachers, support carrying out assessments, alongside the weekly CPD from staff meetings.

The school has successfully linked up with a school in Hainan in China. The strong connections have resulted in a week-long visit in October to Hainan International School which is the school we have twinned with as well as two other schools one of which was a state school. Gill shared photographs and explained some of the links that had been made through Global School Alliance., by the Headteacher, Mrs Stewart and Mrs Ferrigan.

Gill Stewart presented to governors regarding the visits to three schools in Hainan, China.

24/FG08 POLICIES

The complaints policy was updated and behaviour and relationships policy circulated prior to the meeting.

Governors unanimously **approved** these policies.

24/FG09 PUPIL VOICE REPORT

As well as pupil voice already shared in the headteacher report it was noted that

- i. Pupils represented Monksdown at the Liverpool Citizens Founding Assembly at St George's Hall. Video footage of pupils speaking in front of over 500 people and challenging Liam Robinson, the leader of the city council, to consider free school meals for all children was shared and celebrated.

- ii. Monksdown also received the Rights Respecting School Gold accreditation and the report was distributed during the meeting.

24/FG10 Finance

The finance report was provided by the School Business Manager, Jo Needham.

The budget and cost centres were discussed. Jo Needham provided a report (circulated in meeting) and explained overspend in some areas staffing – due to supply costs, buildings – contractors for plumbing etc. that previously our site manager had done. It was noted that we had money in reserves and DFC for any building emergencies. Governors agreed that offering full time places in nursery would support working parents and also be another source of funding.

24/FG11 ANY OTHER BUSINESS

HT shared that environmental Health had visited school and schools rating had gone down from a 5 to a 3. This was due to staff over ordering food then freezing food. The inspector said whilst it is very likely the food in the fridge had been defrosted that day unfortunately the dates on that packaging meant items were out of date. HT asked how quickly we could address this. Inspectors come back within a 5-year period but we do not want to continue with a low rating. The inspector suggested we wait until we had appointed a new cook (which we now have – and is due to start in January 2025) then apply for another inspection. This would incur a cost of but would ensure school would be inspected again within three months. Governors **approved** this. HT asked governors to note the rating was not due to poor hygiene but procedural errors of not having correct paperwork to sign to say food had been frozen on a particular day then taken out of the freezer and the date. Food 4 Thought who are a non-profit company who 'run' our kitchen has said they will follow up procedures with the replacement cook they had sent to support us for over a month whilst we were recruiting. They are keen to work with school to improve the rating as quickly as possible.

24/FG12 DATE AND TIME OF FUTURE MEETING

Governing Board – **Wednesday 26th February 2025 at 9.15am.**