



**Minutes of Cromwell Primary Academy Local Governing Committee
held on Wednesday 13th March 2024 at 4:00pm**

Present Governors: Hannah Connor-James (HCJ) Headteacher
Jacqui Harris (JH) Clerk (in absence of Clerk)
Vicky Rix (VR) Chaired (in absence of RB)
David Sykes

Attendees: Vici Wootton Presenting

Clerk: Jacqui Harris

Apologies: Rebecca Bierton (RB) (Chair)

(Q/A denotes questions and answers.)

1.	Welcome and apologies for absence
	Governors were welcomed by the Chair and the meeting commenced at 16.25pm. The meeting was quorate.
2.	Declaration of interest
	All declarations of interest had been completed on GovernorHub. There was no expected conflict with the business of this meeting.
3.	Approval of minutes 10.01.22
	The minutes were confirmed as an accurate and true record of the Local Governing board meeting on 10.01.2024 and had been approved and signed by the chair on GovernorHub.
4.	Matters arising (not elsewhere on the agenda)
	<p><u>Governor recruitment</u> HCJ confirmed that she had contacted the Church again twice since the last meeting. No confirmed interest and therefore assuming this avenue has been explored with no success. Actions to further advertise for parent governors are still in process with the school office staff. ACTION: School to arrange parent governor election process this term.</p> <p><u>Governor expenses</u> HCJ asked Trust for an update on this- still no change to the policy. Still to be discussed with Executive Team.</p> <p><u>Policies</u> All updates to policies were made as per Governor recommendations at the last meeting and published.</p> <p><u>Governor Visits</u> VR still to arrange a visit to see EYFS and review the SCR. ACTION: VR to arrange EYFS school visit. ACTION: HCJ and VR to agree an appropriate date/time for SCR Governor check</p>
5.	To ensure accountability for the Educational Performance of the School
	<p><u>Headteacher Report to Governors</u></p> <p>The HT report, had been shared on GovernorHub prior to the meeting for governors to review</p>



	<p>Governors noted that the school has a significant number of children with English as an additional Language (EAL), above national levels, which impacts on writing levels.</p> <p>Writing Presentation given by English Lead (VW): Improvements being indicated in KS1 data. Greater depth is not as secure in writing, in comparison to other areas- this is a CPD point for staff in regards to making an assessment judgement around “style” which is harder to assess than participating in a test. Assessment of style and skill over a range of pieces is required. Consistency is ensured with regular moderation and cross references with exemplification and fellow professionals. Analysis across phases looking at extended progression over key stages. Free writing exercise to encourage writing at length and to evidence the range of skills required. Next steps in improvement journey with writing is to improve vocabulary (oracy) and to develop writing standards and application across the curriculum further. Reading supports writing and is a strength in the school. Chn use models of previously read text. Exploring writing support especially for EAL as this is a recognised barrier for writing– there is already an emphasis on Oracy. Grammar lessons are carried out within context rather than being discreet exercises. TA training has included orally rehearsing sentences/language and modelling. Further TA training planned for June INSET.</p> <p>Head’s Report: Pulse Report continues to score highly. Uptake needs to be the focus next round. Pulse survey goes in ‘other’ folder in emails, which can make it difficult to notice/access.</p> <p>School Development Plan Recently reviewed by staff in a meeting. A range of ‘ambers’ as many actions are in progress and are being completed in a timely manner. Expect completion by end of year and new SDP will be produced. The pre-school process is on-going and is at appropriate stage, slightly ahead of schedule.</p> <p>Governor Visits Report from JH Governor Visit 18.1.24 shared. Governor visit highlighted that children feel safe in school and understand where and who to go to if they had any concerns.</p> <p>Data Data shows progress from their baseline. The impact of lockdown is evident within the data especially for those in current year 3 to year 6. Evidence has confirmed that young children have not made their neurological pathways/developmental skills progress in the Early Years process. This will be further supported with the work with the pre-school to develop these skills.</p> <p>Hcj explained the situation around the internal suspension noted on the behaviour data. Prejudice incidents are linked to thoughtlessness or lack of understanding around language; once they had discussed the unconscious biased young people gained an understanding of the impact of their language choices.</p>
6.	<p>Governor Hub</p>
	<p>All accessing GHub fully now. ACTION: RB to upload correct form for Governor visits onto GHub.</p>
7.	<p>Finance Report</p>
	<p>Governors received and reviewed a copy of the Autumn Term Finance Report from ACES Academies. Copy also available on GHub. There were no questions. It was noted that the school’s finances are in a good position.</p>
9.	<p>Governor recruitment</p>



	<p>Update provided. HCJ has actioned the registration on “Governors for Schools.” Got as far as registering but felt it best to consider the views of the LGB and Chair around specific skills and requirements for the advert.</p> <p>ACTION: HCJ and RB to work together on completing the advertisement and consider specific requirements of the LGB.</p>
9.	AOB
	There was no other business to discuss.
10.	Date of next meetings
	<p>Dates of future meetings: To be arranged - dates to be sent out -</p> <ul style="list-style-type: none"> • 15th May 2024 3:30pm- to be changed to accommodate Governor availability • 15th July 2024 3:30pm- to be changed to accommodate Governor availability <p>Governors agreed that a 4pm start for meetings is more manageable. Ideally Thurs suited most.</p>

The meeting closed at 5.27pm.

ACTION LOG			
	Action	By whom?	Completed
1	School to arrange parent governor election process next term.	HCJ	
2	VR to arrange EYFS school visit.	VR	
3	HCJ and VR to agree an appropriate date/time for SCR Governor check	HCJ/VR	
4	RB to check if any other link roles are essential such as H&S link (carried forward)	RB	
5	RB to send TL a questions and answers section on Governance for the website (carried forward)	RB	
6	HCJ and RB to work together on completing the advertisement and consider specific requirements of the LGB.	RB/HCJ	
7	RB to upload correct form for Governor visits onto GHub.	RB	