



**Minutes of Cromwell Primary Academy Local Governing Committee
held on Thursday 16th May 2024 at 4:00pm**

Present Governors: Hannah Connor-James (HCJ) Headteacher
 Rebecca Berton (RB)
 Jacqui Harris (JH)
 Vicky Rix (VR)
 David Sykes

Clerk: Tracey Ling

Apologies: N/A

(Q/A denotes questions and answers.)

1.	Welcome and apologies for absence
	Governors were welcomed by the Chair and the meeting commenced at 4.02pm. The meeting was quorate. The meeting was hosted on Teams.
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 from 13th March 2023
	The minutes were confirmed as an accurate and true record of the Local Governing board meeting on 13 th March 2023 and were verbally approved by VR.
4.	Matters arising (not elsewhere on the agenda)
	<u>Future Meetings</u> It was agreed that going forward meetings would be held partially in school and partially online (teams). September and July would be in school, and all other meetings would be online.
5.	To ensure accountability for the Educational Performance of the School
	<p><u>Headteachers Report to Governors</u></p> <p>The Headteachers Report had been shared on GovernorHub prior to the meeting for governors to review.</p> <p>(JH) Asked about absences and if the family worker helped with this: it was explained that CP monitors attendance trends/holidays sickness and the family worker works alongside with issues that may occur. With regard to attendance targets we are now expecting 96% which is in line with pre covid times. This is ambitious, given that National is still somewhat below this, but we continue aspire to this. Holidays come along in waves and represent a large number of absences- in particular persistent absence.</p> <p>JH felt that the Director of Primary feedback suggested only minor considerations were needed- HCJ agreed that some of the AFDs are around preference rather than effectiveness. HCJ agreed that it would be more helpful for data analysis if L1 and L2 behaviours were recorded on Arbor, however, the current system is highly effective in the management of low level behaviour at this time and DoP accepted this.</p> <p>A governor enquired about the “pants” strategy- HCJ explained The PANTS resources have been used as there has been an increased in sexualised behaviour in some year groups- all assessed as age-appropriate behaviour, but nonetheless recorded for analysis of themes.</p>



	<p>A governor asked if school would be impacted by the suggested changes to the Sex Education curriculum: HCJ explained that we already fall in line with the proposed changes. Sex education is not taught until year 6.</p> <p>School Building Development With regards to the VR room HCJ had to cancel the visit to Keele University, however this will be rearranged hopefully before the end of the school year. There is allocated funding in the school budget already for this project.</p> <p>Data Spring term data is looking positive, combined is always lower, we are sitting at around mid 50's- low 60's which has gone up slightly from early spring, holidays haven't helped with this.</p> <p>Year 3 English previous concerns are showing a steady improvement in the data, this was a low cohort on entry but progress is positive and improving. There is one pupil with high needs, a group of children with low performance and there are some Pupil Premium children with attendance issues with holidays etc (DS) pointed out that these children would have missed out on pre-school and would have been effected by COVID socially and early development. RB requested GDS data from HCJ for the next meeting.</p> <p>Pre School has been given the go ahead. Recruitment plans have begun with an initial internal advert going out this week. SLT have had a meeting to talk about TA's and placed everyone so staffing is looking positive for next year.</p> <p>Budget is look good. The carpets and the play equipment are accounted for and are one-off costs some the money for this has come from a couple of vacancies that we were not able to fill. The number of students is stable and increasing. The 3-year forecast is good.</p> <p>Ofsed Big Listen, HCJ will respond to this for herself and the school and has shared the link, encouraging staff to participate. Trust reps will be attending a LA meeting around this.</p> <p>Pupil Premium Review- one of the governors will attend. HCJ will liaise with VR to come and do a visit that combines Safeguarding audit and EYs visit. HCJ and VR have completed the SCR check for this term.</p> <p>ACTION: HCJ and VR to agree a date for safeguarding audit and EYs visit.</p> <p>DATES TO NOTE Pupil Premium Audit 10th June 2024 – AM New Reception Parents Evening – 27th June 2024 5.00 pm New Pre School Meeting – 12th June 2024 5.30pm</p>
6.	Governor Hub
	<p>All accessing GHub fully now. ACTION: RB to upload correct form for Governor visits onto GHub.</p>
7.	Governor recruitment
	<p>Update provided. Christopher Smith (married to Ali Smith – Reception) has been nominated by RB and a profile was uploaded onto governor hub. RB does not see any conflict of interest. A vote was taken, and everyone was happy for Chris to join- his first meeting will be July 2024.</p> <p>RB has actioned the registration and advertising on “Governors for Schools.”</p>



	<p>HCJ asked about parent governors for the Pre-School. RB said that one of the governors will try to attend the pre school meeting if available. There shouldn't be an issue with preschool parents joining the LGB.</p> <p>An advert has been put out on Arbor.</p> <p>Expenses for Governors was mentioned by RB. HCJ saying there might be space in kids club if childcare is any issue however this would have to subject to availability also as meetings are now split between online and in school it would only be for 2 meetings per year.</p> <p>HCJ would raise this with the trust and D McMillian.</p> <p>ACTION: HCJ will check with DMc re: preschool parents as Governors</p> <p>ACTION: HCJ will raise Governor expenses with DMc again.</p>
8.	AOB
	<p>RB Thanks DS and the team for their hard work in year 6. DS counter-thanked the wider staff and organisation which has been excellent- all worked well together.</p>
9.	Date of next meetings
	<p>Dates of future meetings: To be arranged - dates to be sent out -</p> <p>Thursday 18th July at 4.00 – RB will be Absent VR to Chair</p>

The meeting closed at 5.03pm.

ACTION LOG			
	Action	By whom?	Completed
1	School to arrange parent governor election process next term.	HCJ	
2	VR to arrange Safeguarding audit and EYFS school visit. (carrier forward)	VR	
3	RB to check if any other link roles are essential such as H&S link (carried forward)	RB	
4	RB to send TL a questions and answers section on Governance for the website (carried forward)	RB	
5	RB to upload correct form for Governor visits onto GHub. (carried forward)	RB	
6.	HCJ to liaise with DMc re: preschool parent governor and expenses.	HCJ	