



Plymouth CAST  
Multi Academy Trust

**Full Cast Board Meeting – Wednesday 12th October 2022  
in OLSP Staffroom @ 18:00**

Attendance:	Mrs C Blatchford	Headteacher	CB
	Mrs L Coulter	Chair of Governors	LC
	Mrs S Farleigh	Parent Governor	SF
	Mrs J Gillespie	Foundation Governor	JG
	Mrs C Renouf	Foundation Governor	CR
	Mrs J Day	Teacher Governor	JD
	Sarah Jackson	Clerk to Governors	SJ

Apologies: Father Mark & Mrs G Dyson (JG will have to leave slightly early @ 7.15)

No.	Description	Decisions/Actions
1.	<b>Welcome and Opening Prayer:</b> LC explains that she will not be leading the meeting as Chair and Vice Chair need to be voted in first. CB opens with a prayer at 6.03pm	
2.	<b>Apologies and Confirmation of Quorum:</b> Father Mark and GD send apologies	Quorum not confirmed.
3.	<b>Election of Chair, Vice Chair and Lead Governors:</b> JG proposes LC and SF seconds. LC says VR was Vice Chair but no longer here and as GD is not here it is better to hold off and decide with everyone. Lead Governors - LC is Safeguarding SF thinking whether to step down, if so SEND lead will be needed JD is H&S but CB says that this is better if it is a staff member so Nicole will take over when JD becomes a Foundation Governor. RE/Catholic Life - MS Statutory Grants - CR Curriculum & Standards - JG Parents & Community - GD Agreed that if SF steps down JD will take over the SEND role as will tie in with her new job.	
4.	<b>Annual Return:</b> LC reminds everyone to make sure they have done them so they are ready to send to Cast	
5.	<b>Confidentiality Reminder:</b>	

LC says obviously this is known to everyone, so just a reminder that anything discussed at the meetings must stay confidential.

6. **Declarations of Interest: None**

No declarations of interest.

7. **Minutes of Previous Meeting:**

Signed and on Hub. CB asked that the previous meeting's minutes are to go in the current meeting folder so everyone can look back.

On GovHub

8. **Actions from previous meeting:**

Copy given to LC to double check, but no actions needed, although Notes to Visit from VR are still to come in from July.

9. **Headteacher Update:**

CB says that the school improvement plan is on GovHub and asks if everyone has read it. CR says that she is unable to get on GovHub to which CB tells her that it is very important for this to be sorted as all documents are uploaded here and should be read before meetings - meetings are where the documents are discussed, not read out. CB goes on to say that the Head outlines steps for the school over the summer holidays - where the school is and where we are heading. Quality of education currently judged as requiring improvement, but this is due to 50% of the staff being new to teaching. Biggest thing that is being worked on is ensuring quality learning for the children. The school had a visit from Trust leaders last week and they came back with - flight path is clear & progressive, learning objectives are clear and good. CB said that it is reassuring that the 3 people that reviewed the school said that we are with the curriculum mirrors where most schools are, so we need quality learning to happen now. KS2 data was low this year, KS1 was inline with the national figures. The reviewers looked into maths, as the school believes that Power Maths is too restrictive, but they have said to continue with it. SIF shows the milestones throughout the year.

Headteachers Update is on the HUB

*LC said that we say the ECTs are being well supported - will the support still be there for them?* CB replied that any spare funds are being put into professional development and the ECTs are put on all the training possible. The Trust has also agreed that Lauren Stone can come back in. LS has not been with the school very long, but we are signed up to SWIFT so the training is good there and he has been an initial course which included well-being, which is great to do for starting out. KW is working with JM and LS once a week and this will continue when ROS comes back.

*LC to SF - you met with LS and JM?* SF replied that she had done and both said they are asking for help if they need to.

**Behaviour & Attitude** - CB says we are self assessing ourselves as good, we have respectful and well mannered pupils. There are some challenging children, but they are well supported.

**Personal Development** - CB said that JD will say that she rates this very highly. Year 6 civic award, Junior Speaks, Teignmouth Community Larder and The Catholic Children's Society are coming in too.

JG commented on how impressed she was with what she saw and how the children can express themselves on the visit day. JD said that the children want to do well. *JG asked about an intergenerational project?* JD replied that a nativity for the older people had been done, JG asked about maybe taking the children around to care homes and singing carols? CB replied that sadly at the moment there is no music specialist in the school, so no one is able to lead a choir. CB would like to get a music lead in place as feels the school is lacking in that area, but at the

moment we can concentrate on personnel development and the key priority is the quality of education.

Leadership & Management - CB says this requires improvement as she and KW are having to take the lead on so much already and will have to take on RE once JD leaves. This will ease once ROS comes back and AO and JM will take on subjects once they have completed their training. NM is booked on a mastering history course and JM is on a PE subject course. *JG asks who is English lead* to which CB replies - me. When JD leaves it will be SENCO - ROS, RE - CB & KW, no one for IT at the moment, but we buy into Kapow. AO will take on phonics - JD says this makes sense as you need a strong foundation in phonics to see them through. Geography and PSHE will be EH. CB can do Catholic Life of the School, but not actually teaching. ROS will be Science lead - she has started her KIT days so already looking at it.

EYFS - requires improvement, but the teacher is completely new to it. Having lots of training and Lauren Stone in for support. Next steps were identified by the Trus visit. Good team down there but the children need continuous learning. *JG says on 360 vision would it be easier to make the room smaller?* JD replied that pre CB there had been a big clear out and it had more defined areas, but now it is a massive space. JD said she can see the zones coming back in. CB says that AO listens really well to advice and it's all moving in the right direction.

Year 1 & 2 - school improvement officer is looking at potentially splitting the class, but this will have a big impact on the budget. CB really wants to get the outside area in front of the 1 / 2 classroom sorted out.

CB finishes her update by asking if anyone has any questions for her.

*LC - what is MTC?* CB replies multiplication times check. The average score for OLSP was 19 out of 25, but would like that to have been higher - the Trust average was 20. *LC - how often do they do times tables?* CB - they start straight away but by year 4 they should know them all.

*JG asks if the SATS were sat last year?* CB replies - yes and they were well below, but they had completed practice ones much better, so they had made silly mistakes. Year 6 also had a change of teacher in the January

CB also says that the writing has improved and Babcock are booked for planning for writing. LC asks if there is potential for joint leadership for maths over the 2 schools? CB replies that she is joint leader over both schools for English, but feels it is better to have a lead at both schools, but form a team so that everyone can work together. CB went to Mill Lane and spoke to the Head there about leaders working together.

10. **Lead Governor Updates (as needed):**

LC met with KW re safeguarding and spoke to her re the SCR as there were some gaps. KW will chase these up. LC asked all Governors if they can read the KCSIE documents as this needs to be recorded on the SCR.

*LC asks JG if she wanted to say anything regarding the statutory grants.* JG just asked for an update on amounts, how it will be used and the main issue is for quality staff - CB employing a music teacher. Sports Premium used with Premier Sports. MTAs working with the Year 5s on the playground. LC - PP money being used for the Family Support Worker

*LC asks SF if she met with JD.* SF replied that she did and went through checklist 9. JD will work 3 hours a week in the interim before ROS comes back so she can keep an eye on pupil passports etc. SF said she could sense the frustration of trying to get funding for SEN pupils. CB says Suzie Franklin knows about this and said it is the same for all schools. JG said the money delegated has remained the same for the last 10 years so really needs to be reviewed.

Head Teacher's Update is on the Hub

Notes to visit on the Hub



JD as H&S Governor said the school had a fire alarm test, whilst a SEN pupil was in and it all went very well, with all outside in 1 min and 40 seconds.

LC - Curriculum & Standards - JG met with NM and KW, who both showed real passion for the subjects and a clear action plan of where they wanted their pupils to be when they leave. CPD is booked. NM monitors the environment in the classroom. KW looked at the recent review and took it all on board, she wants more use of whiteboards in class.

LC met with CB - CB sends out an overview to teachers for them to use and change as they want, she goes into the classes on a regular basis. CB says all teachers are working hard and showing passion.

GD not here for her report on Parents and the Community

Notes to visit on the Hub

11. **Governance Updates:**

LC asks if anyone has anything to add? CB just reminds everyone to put dates on the Schedule of Accountability once they have highlighted it.

Schedule on Hub

12. **Policies (For Review):**

LC - these are all Cast policies and are all on the GovHub if anyone wants to read them. CB says that she has added on regarding mobiles phones after a recent incident at a school disco. She has also spoken to the Friends and a document will now have to be signed for outside of school hours events.

Policies on the Hub

**Any other Business:**

CB says that all the dates for Governor Visits and meetings have all gone out. LC asks if anyone has any problems to let her know. LC asks JD when she leaves and JD replies 31st Oct.

**Date of next LGB:** 14th December 2022

Meeting closed at 19.10

Signed by Chair.....

Dated .....