



Plymouth CAST
Multi Academy Trust

**Full Cast Board Meeting – Wednesday 15th January 2025
in OLSP Staffroom @ 18:00**

Attendance:	Mrs C Blatchford	Headteacher	CB
	Mrs L Coulter	Chair of Governors	LC
	Mrs J Gillespie	Vice Chair	JG
	Mr D Saw	Parent Governor	DS
	Mrs C Carlin	Co-Opted Governor	CC
	Mrs M Nock	Staff Governor	MN
	Sarah Jackson	Clerk to Governors	SJ

No.	Description	Decisions/Actions
1.	Welcome and Opening Prayer: Meeting begins at 18.02 with a welcome from LC and prayer from CB	
2.	Apologies and Confirmation of Quorum: Apologies from AL and GD	Quorum confirmed.
3.	Governance Procedures: <i>Declarations of Interest</i> - none <i>Approve minutes of last meeting (13th November 2024)</i> - done <i>Summary of o/s actions</i> - none needed <i>Chair's business</i> - none <i>Clerk's business</i> - just a reminder to put training onto governor hub tab	Minutes on HUB
4.	School Leadership: CB says that the HT report had been sent to everyone and she has had some questions come through and we'll start with questions from CC <i>CC - how is the AFL feedback being monitored?</i> CB - the best AFL happens live in class, so I do lesson drop ins, Mondays and Tuesdays are DDI days. There is a big focus on the teachers being aware of how all the children are doing. Book looks are being done together and staff meetings look at SIP, SEF and milestones. Marking has highly improved across all subjects and teachers have discussed the value of what is going into the books. The teachers have a code between them for how the children are doing, so that the subject leaders know what is happening in each class. The milestone for the end of summer is to have improved te assessments <i>CC - what interventions are in place for handwriting?</i> CB replies that it depends on the class and capacity. It can be 1:1 up to year 5 doing specific handwriting practice. Bubble whiteboards are helping, but it is a struggle to do interventions as there are no spare adults to do them. JG	Report on HUB

LD 12/3/25

asks if the bubble whiteboards are being used in every class? CB replies just in Years 3,4 & 5. KS1 is letter formation.

CC goes on to congratulate the school on the attendance figures, JG agrees that this is amazing. CB replies that the school is at 97.1% *JG asks about the PA pupils?* CB replies that this is well below the national average and that we have no PP children with below attendance. *JG asks about SEN pupils?* CC says that this is around the national average figure. *JG says that we have a great plan for attendance.* CB says that Year 6 have been told they can have a trip of their choice if they keep their attendance up. *CC replies that she loves the DOJO shop and it's great to see them getting the rewards.*

CC asks if Maths is a focus this term? CB replies that maths is a developmental priority and a major focus as it was so low last year. CB says that she is dropping in on maths lessons and there have already been 2 staff meetings on maths and there is a big focus on times tables. *CC asks about RE - there is such a different level of knowledge through the pupils, so how are we dealing with this?* CB replies that the new Catholic curriculum is really hard and she is currently teaching year 4 curriculum to year 6. Trying to plug any gaps and support those with no prior learning.

CC asks about the data on DWS - no funding for SEN pupils? CB replies that a Year 2 pupil has applied to the school and they are SEN and have an EHCP, their funding is minimal and ROS is in meetings as it is not enough funding for us to meet their needs. We do have to take them as they have named us as their school of choice, as there are no special school places. *JG asks about the annual reviews needing to be done in time for spaces available - is this a battle every year?* CB replies that ROS is doing the right things and Suzie Franklin has been a great support.

CB says if CC doesn't have any more questions we'll get some from DS. *LC asks that DDIs were mentioned but has the frequency been reduced and is this a concern?* CB replies that last year ROS, KW and herself divided the DDIs between them, but now they are mostly done by CB as she has the most time. EH will be released soon as she has a trainee teacher in class and EH will watch all teachers teach history, including CB. CB does say that DDIs are not as routine as she would like, but she is doing her best.

DS asks if reception and Year 1 are to be closely monitored, how will this get done if reviews are being dropped due to having to teach? CB replies that Friday mornings she will go into Rec/Yr 1 to support. She has done two DDIs with the teacher. There are shared milestones with both teachers and she has booked both of them onto moderation.

DS - there was mention of a budget deficit re staff leaving etc - where will this be clawback from? CB replies that the budget has been set and we might end up with a deficit, but the SBM has said not to worry too much as things come in during the year. CB says that she is not overly worried about this year, but starting to worry about next year already as the budget might have to impact TAs and that is not what we want. The school structure will have to stay the same next year, so the teachers will stay the same.

LC asks about the intake of 2 year olds? CB replies that this is still with the Trust. The nursery is on a different budget from the school, but they are doing great.

CB says that there is a minimum of 13 coming in next year and we will be losing 16 from the current year 6

DS asks what are the plans for the extra £14,000 in SEN budget? CB replies that 2 pupils have already been having 1:1 support so this is really clawing some money back.

DS asks about any reports of bullying and what counts as an incident? CB replies that any time a parent comes in and reports something, the

Report on HUB

teacher will put it down as a bullying incident, even if the school does not agree. Teachers report everything on CPOMS and will click the bullying box so this comes out into the report.

LC asks what is a realistic timescale for when we will see improvements? CB asks if LC means a learning walk? LC replies when would see the progression? JG answers that it would be at the end of the year. CB answers that is correct, but we can book a learning walk in soon. CB also comments that there has been one complaint to the school since the HT report. JG says that it's good that there have been no exclusions.

LC asks CC if there is anything she would suggest for a learning walk? CC - focus on booklets and early years and one of the teachers is not eyfs trained? CB replies that early years books are only maths and writing. CC says to also focus on the humanities as she knows that the curriculum has been changed a lot. CC says that she would like to come in and see how those changes have been embedded. CB says that teachers had to go back last year with lots of bits missing, EH did some pupil conferencing in the week to see how they were feeling. LC asks about the SISRA data carried over? CB replies that it is the data drop

RE and Catholic Life:

5. *LC - AL is away on holiday so no report to read through, but there is no Ofsted or inspections coming up. JG asks if AL has continued to come in every week? CB replies, no but he always comes in when asked and he even stood on the gate one morning and it would be nice if he could do that again.*

Curriculum and Standards:

6. *CC says that she has been unable to get any time to come in, but she will be having a meeting with her Head to get some time off to come in.*

Safeguarding and Child Protection:

7. *LC will be in on February 12th to meet with ROS. She can confirm that the SG2 has been submitted, but she feels that the agendas seem to be out of sync as this was done on the last agenda?*

Health & Safety -

8. *MN asks if the school has a H&S budget. CB replies that there isn't one. LC asks if everyone has done the GDPR training? MN replies that there are 4 staff and 2 governors that still need to complete the training. CB reminds everyone that the deadline was 31st December! LC says that all paperwork and training needs to go to AL and then asks MN if she has anything from her report to pick up on? MN replies that, as mentioned before, we are waiting for the branches along the footpath on the main road to be cut back. MN also mentions the step at the top gate and the nursery gate lock are still waiting to be done. LC asks why they are dragging their heels with these? DS also mentions that there is no lighting on the footpath up to school, so everyone is using the driveway in the dark - is there the possibility of getting some solar lights to go down the path as people using the driveway could cause an accident?*

Whole LCB Responsibility:

9. *LC - GD did put a note on the HUB about a meeting with the pupils LC - report on the current pupil numbers. On the HT report up to 141 from 139 and the nursery numbers are increasing. DS - going back to the student voice, is there a plan to look and assess their answers? CB replies that yes, the school is always interested in what the pupils have to say.*

LC - usual discussion regarding marketing - is every school in the same position? CB answers that we will be taking part in the Jubilee year and the CAFOD Lenten Walk. There is a VE celebration in town that the year 5s will take part in. LC replies that we need to advertise that the school is doing all these outings.

LC asks if there is any other business? MN would just like to mention that a lady came to look at the nursery the other day and said what a lovely feeling the school had and has made her decision to come here.

JG asks if this is a new parent? LC asks if we can find out how she heard about the school?

Cast Policies (for information):

10. None to report on


School Level Policies:

11. None

Meeting ends at 18.56 with thanks from LC

Date of next LGB: Wednesday 12th March 2025

Signed by Chair.....



Dated

12/3/25