



**Full Cast Board Meeting – Wednesday 13th November 2024
in OLSP Staffroom @ 18:00**

Attendance:	Mrs C Blatchford	Headteacher	CB
	Mrs L Coulter	Chair of Governors	LC
	Mrs G Dyson	Foundation Governor	GD
	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 opens at 18.01 with a welcome from LC and a special welcome to Father Albert (AL), who is joining tonight as an observer before joining the board fully next year. Prayer lead by AL	
2.	Apologies and Confirmation of Quorum: Apologies from JG and DS	Quorum confirmed.
3.	Governance Procedures: <i>Declarations of Interest</i> - none <i>Approve minutes of last meeting (25th Sept 2024)</i> - done <i>Summary of o/s actions</i> - none needed <i>Chair's business</i> - none as such, just a reminder about the training and the CDPF calendar - all governors must go on at least one of the training dates <i>Clerk's business</i> - just a reminder to put training onto governor hub tab	Minutes on HUB
4.	School Leadership: CC to lead. <i>CC asks about SEN pupils and attendance</i> CB confirms that attendance across the school is over 97% which is well above the national average. PP is at 96.8% which again is above the national average. 90.7% for pupils with an EHCP - this is for 4 pupils and one is at 73.2% but that is agreed with the local authority as he gets very tired and is therefore on a part time timetable. SEN support pupils are at 96.9% <i>CC notes that there was no figure in for pupils on roll</i> CB replies that this is due to it always changing before the meeting comes around. <i>CC - I was going to ask about EAL, but then noticed that there was a new folder for this on the Hub!</i> CB replies that EAL pupils have shot up by 12.5% so has put a folder in the Hub so that all the data can be accessed. The EAL policy has been reviewed and assessment	

documents and expectations are laid out in it. We all talk through the processes in staff meetings and JS (TA) takes a group from years 4/5/6 to work on oracy. We use Racing to English, which is an online programme and have asked Insight if they can put a new section on so we can keep track of the progress. *GD asks if the families of these children are English speaking and if the school can communicate with them well?* CB says that we are managing and on Inset day the staff had an Anti-Racism workshop and they gave us a directory of groups that could help the families.

CC - CPD is highlighted as a strength, what will be the follow up? CB replies that she has done all the staff appraisals and these give targets/focus for individual training. We buy into SWIFT and that is shared with the teachers. There is a CPD spreadsheet for all staff to fill in and CB uses this to make the management plan.

CC - staff in Early Years stable, but now is it unstable? Early Years was a focus so what is happening? CB replies that CD actually resigned before she started the post, but CB persuaded her to come in and they would support her, but she has now decided that as she has a young child full time is not for her. On a plus note LM will be back for 3 days a week.

MN also mentions that nursery numbers are increasing. CB confirms that early years are definitely stable in nursery, but reception/1 will catch up as LM is very enthusiastic about coming back and she will be reading lead. On 25th Nov there will be an SLT meeting and both LM and CD will come into it to sort through Early Years.

CC asks what is NELI? CB replies it is Nuffield Early Language Intervention and MN is lead, but we have no children that need it.

CC asks about the drawing club? CB confirms that CD did the training and has implemented it with reception children. Across the school we are using Pathways to Write

CC - marking assessment for early years? CB replies that we don't need to record this anymore - it's more about the teachers and their understanding what the children can do. *CC says the report says to embed effective assessment policy - is this an active marking policy?* CB replies that all teachers will walk about with a green pen and mark books as they go around the class. DDI's focus on this as being part of the routine

CC asks about book presentation. CB replies that there is no policy for this, but they have 'must haves' in the front of their books. Year 6 have started with RE books. Teachers have moderation with 4 other schools next week to look at books and there will be a real focus on presentation.

CC - pupils being able to explain their next steps - how are we doing this? CB replies that this is done by the subject leaders and it will take a long time to get that in place. We are pushing Year 6 as the data was low last year and then we are working to get on top of it with the rest of the school.

CC asks about the freeflow for EYFS outside area? CB replies that it is seen in nursery a lot, but is more challenging with Reception/Year 1 due to the needs in class. There is a maximum of 10 outside at a time and they put their pictures up on the door if they are going out.

LC to CB - you touched on DDI's, is this more stressful trying to get everything done now that both you and ROS are teaching? CB replies that Monday and Tuesdays she prioritises this, ROS is struggling a little more as she only has one day for SENDCO, but both are loving being in class and working together. KW is also being released for an hour a week to do DDI's and did one for one of CB's classes this week.

LC mentions that CB has confirmed that all HR policies are implemented. ECT support - none at the moment. CB says that ideally we would have an ECT for the EYFS shared role as it will greatly help the budget.

LC asks about the SISRA data and CC says this is not done until the 6th December

CC wants to congratulate the school on the attendance data and then asks about any persistent absentees - how do the parents respond to letters etc? CB says that Steph (our attendance officer) managed to meet with some of the families that had had issues last year in September to get ahead and also the pupil with the EHCP is in that data.

CC asks if the school is meeting the needs of the EAL parents? CB confirms that we do need to look at this as a whole school. All the parents did come to parent's evenings and were all able to converse and CB stands on the gate in the mornings to try and build up the relationships with parents. AL asks if they need someone to come in who speaks the same language, as they may have someone in the parish? CB replies that this is a nice idea, but there may be safeguarding issues as some data may be sensitive. LC asks if they could just come in and translate a directory of places to help. CC replies that this would be fine, but cannot converse about the children as could be sensitive info CB agrees and adds that sadly we cannot afford to get in official translators. GD asks if the families are permanent or transient? CB believes they are permanent

RE and Catholic Life:

5. *LC - we will move on from this one this evening. CB says that will be fine as we are not in the inspection window*

Curriculum and Standards:

6. *LC asks CC if she has anything to report on the Sports Grant? CC replies that it is all very positive and she spoke to LS who is a lot more confident now and also the staff are starting to do more CPD. CC says she discussed with LS on how you assess PE as it is very different to assessing a subject like English. LS is focusing on increasing the movement in children that are inactive - aim to get every child to have 30 minutes movement. School playground leads have had more training and the Year 5's will start to train too so they can pass all this down to the younger ones. There is more equipment on the playgrounds and this seems to have improved the relationships at break times. LS is trying to bring in some non competitiveness as this brings in more of the initiative pupils. LS is very proud of how much involvement he is getting in outside events too.*

CC asks about a scooter/bike shed and this was proposed? CB confirms that this is definitely something school want, but just waiting to see how much is left in the grant and then hopefully we can get it at the end of the year.

CC mentions that the clubs that Premier offer are great and the fact we offer swimming too. GD asks if LS has mentioned about a football team to compete against other schools as we seem to be the only school that doesn't have one? CC says that LS has said that he would like more competitions. CB says that LS is highly motivated and will do everything that he can. LC ask where they go swimming CB replies that we have used Dawlish and the Lido and looking into Trinity for next year.

Inclusion:

7. *LC confirms that in the absence of JG, the report is on the HUB and JG reported on this at the last meeting - she met with children last time. LC says it also mentions receiving the PP strategy statement? CB confirms that this was also done at the last meeting.*

Safeguarding and Child Protection:

- 8.

Report on HUB

LC confirms that all the governors are up to date with their safeguarding training. The SG2 and SG3 have both gone. LC says that when she met with ROS about the SCR, ROS asked if maybe CAST could provide admin staff with some training on it.

Reports on HUB

LC also met with ROS regarding the behaviour policy and ROS feels that certain areas need reinforcing i.e. at lunchtimes

CB says that KW is now signed up to do the Trauma Informed Diploma and this will start at the beginning of December.

LC also spoke to staff regarding safeguarding and made sure that they all knew what to do if they had any concerns and she is happy that all know what to do.

9.

Health & Safety -

MN says that the whole report is on the HUB, but main areas are the EYFS soft flooring and overhanging trees - this is all in the process of being looked at and quotes are being sought.

No requests for data

MN confirms that staff are aware of what to do for H&S emergencies.

MN asks if staff are aware of what to do for any data breaches. CB replies that they either go to her or SJ

MN says that although a few issues were found in the premises walkabout, they are all being looked into.

MN asks if we are all up to date on DBS checks? CB confirms that this is the SCR so all up to date.

Report on HUB

10.

Whole LCB Responsibility:

LC asks if another banner will go up on Shaldon bridge? CB says that only 2 were made and one is at school and the other is on the church.

GD asks if DS got anywhere with a leaflet drop? CB replies that she is not so keen on leaflets, feels it is better to get out in the community and events out of school. We have a parent that works for a newspaper, so we can get more posts out to the community. CB confirms that we are full steam ahead with accepting 2 year olds next year - the grant application has to be in for 19th December.

LC mentions that there are not many young kids in church. AL says that possibly the EAL families may not realise that our school is here, he plans a shake up of the parish newsletter and the school can have their own section. Another idea is a notice board in church for school to use? CB does mention that the birth rate in Teignmouth is low. Also CAST are talking about the possibility of reducing PAN (Pupil Admission Numbers) but this is yet to be confirmed - it is mostly for financial projections and shouldn't affect the budgets. GD asks if this would affect staffing? CB says that she will report back in the next meeting after she has spoken to them.

LC asks about Pupil Voice, JG met with some students, but asks GD if she is happy to come in to speak to more? GD confirms that she is happy to do this.

11.

Cast Policies (for information):

CB says that there was an attendance policy released yesterday, but we are checking with our attendance officer before ours goes out

OEVOA Policy (Outdoor events and overseas activities)

Marketing Policy

12.

School Level Policies:

None

Meeting ends at 19.07 with thanks from LC

Date of next LGB: 15th January 2025 (AL sends apologies now)

Signed by Chair..... [Signature].....

Dated 15/1/25.....

