



Plymouth CAST
Multi Academy Trust

**Local Governing Board Meeting 122 – Thursday 19th July 2021
Via Google Meet at 18:34–19:58**

Attendance:	Mrs A Folland	Headteacher	AF
	Mrs L Coulter	Chair of Governors	LC
	Mrs V Ratcliffe	Co-opted Governor	VR
	Mrs R Gordon	Teacher Governor	RG
	Mrs S Farleigh	Parent Governor	SF
	Mrs D Ford	Foundation Governor	DF
	Fr M Skelton	Foundation Governor	MS
	Lisa Kinsella	Clerk to the Governors	LK

No.	Description	Decisions/Actions
1.	Welcome and Opening Prayer: MS opened the meeting in prayer.	
2.	Apologies and Confirmation of Quorum: No apologies. Quorum confirmed.	Quorum confirmed.
3.	Declarations of Interest (for this meeting): No declarations.	No declarations of interest.
4.	Minutes of Previous Meeting: The Part I and Part II minutes for the meeting held on 20th May 2021 were agreed. To be signed at a later date.	Previous minutes agreed.
5.	Governors Summer Term Visit Reports: Pupil Passports (additional visit) - SF: SF met with Rachel O'Sullivan (RO) on the 24th June 2021 to look at the pupil passports. SF informed the Governors that she also met and spoke to some of the children. The older pupils from year 6 who met with SF were very articulate regarding their pupil passports and clearly understood their purpose, unlike a younger child in Year 3 who was not sure if the targets had been met. SF recommended for more consistency across the school, with every teacher involving the children concerned in the process when reviewing progress made. RO also advised SF that she hoped to involve SEND with the pupil passports in September. SF informed the Governors that she found the meeting very useful.	Notes to Visit on the Governor Hub.

To develop the curriculum in Foundation Subjects - LC & VR:
VR informed the Governors that she met with Kristina Webber (KW) and discussed the Rosenshine Principles which are being embedded into the school teaching. The principles were amended each half term. VR went on to say that she also met with Liz Redfern (LR), Jane Day (JD) and Laura Merritt (LM) at a later date. The staff felt that the Rosenshine Principles were having a positive impact on teaching. Planning was being shared with St Nicholas, Exeter but each school was maintaining its own independence. A template was being used to plan lessons around the Rosenshine Principles. Staff felt that this clarified the planning and also advised that the children appear to be more confident. It has been hard work for the staff/teachers to learn and put into practise but they could now definitely see the benefits. LC agreed with VR that staff could see the benefits with this.

Notes to Visit on the Governor Hub.

Remaining Governor Visits:

Dates are still to be arranged for the three remaining Summer Term Governor visits.

Dates to be arranged for remaining visits.

6. **Covid and Lockdown Update:**

AF informed the Governors that on the 23rd June 2021 they had the schools first positive Covid case in Reception and following on from this more children in the class tested positive. This resulted in 5 staff, 18 reception children and 17 nursery children isolating for 10 days together with two siblings of one of the children in Reception. AF advised that the school did consult the DFE. The siblings in year 2 also tested positive which then resulted in 26 children and 5 more members of staff isolating. AF went on to say that as the children and staff from Nursery, Reception and Year 2 returned to school, a member of staff tested positive resulting in year 4 requiring to self isolate. AF said that this resulted in no Admin staff for 3.5 weeks due to having children in the school. RG & RO also had to isolate together with Jemma Standon (JS) from St Nicks who had visited OLSP. School managed to stay open. DF asked how this impacted on the Health & Safety of the school? AF advised that it was ok and that there was enough staff coverage in the school. Telephones were transferred to members of staff at home. AF went on to say that everyone was now well and back in school. AF said that they were now being very cautious this week and hoping to avoid isolation going into the summer holidays.

AF informed the Governors that the year 6 parents were being invited into school for the Leavers assembly but that this would take place outside. Transition days were still happening at OLSP. AF went on to say that the staff have been truly amazing and parents have been very supportive. AF said that they would now wait on the Department For Education with regards to any updated guidance for September.

7. **Policies:**

OLSP Policies for Review:

Behaviour Policy:

AF provided a small presentation to the Governors regarding the Behaviour Policy. AF advised that parents had been predominantly supportive. The Policy is the same across OLSP and St Nicholas as both schools have the same values and virtues. The Policy has reflected the book 'When the Adult Changes Everything Changes' by Paul Dix. At the end of the presentation AF asked the Governors if there were any questions. LC said that AF mentioned that comments and input had been received from the parents and had the Policy been changed to reflect those. AF advised that the comments did not warrant a change

Behaviour Policy approved - Policy on the Governor Hub.

to the Policy. LC said that she loved the reward system. No further questions were raised. Policy was approved.

Attendance Policy:

AF informed the Governors that the Attendance Policy was a late addition to the meeting. The Policy had an update to the change of the school start times. This was on the back of the parent consultation which would be discussed later in the meeting. Policy update approved.

Policy update approved - Policy on the Governor Hub.

Plymouth CAST Policies issued for noting:

Whistleblowing Policy:

Noted by the Governors.

Noted - On the Governor Hub.

8. **Safeguarding:**

AF presented the SG4 document for the Summer term to the Governors. SG4 is a termly tracking document to help monitor incidents in the school. LC noted the increase in numbers. AF advised that Plymouth CAST has realigned categories for CPOMS (safeguarding software for schools). This had reduced the number of categories and therefore made the figures look higher as they would have previously come under several different headings.

AF advised the Governors that they were very lucky at OLSP as they had a 'Wellbeing Practitioner' coming into school every week to work with some of the children. Early Help was positively being accessed and EHCP's were being looked at for two more children.

Talk moved to Part II Minutes - item 1.

9. **Headteacher Update:**

BASC (Before and After School Club) Update:

AF informed the Governors that BASC would be opening on 6th September. Melissa Pearce (MP) has been appointed Play Leader for the club MP has also been employed for lunch times. LC asked if there was any idea of numbers yet? AF replied that a few parents had paid a deposit to secure a place but would now need to wait and see on the actual bookings.

BASC opening 6th Sept 2021

Talk moved to Part II Minutes - item 2.

Parent Consultation Update:

AF informed the Governors that the majority of parents were in favour of the change in start time of the school day. From September the school day will start at 8:45. Doors will open at 8:30.

School start time changes in Sept.

Peer Review:

AF touched briefly on the Peer Review and said that the outcome had been positive. The collaboration between the two schools (OLSP & St Nicholas) had been great.

Staffing Update:

AF advised that there would be two non pupil days in September. The staff will meet to look at the Behaviour Policy together. AF asked MS if he would also like to join on the 2nd September to do some work around the house families - AF will email MS to remind him. AF also said that the teachers from both schools will meet to discuss planning.

MS requested to come into school on 2nd Sept.

Jemma Standen (JS) is the new year 5 teacher in September. JS & RG will be the senior teachers on site. Chloe McGinty (CM) will be the new Early Years teacher.

Talk moved to Part II - item 3.

10. **Any other Business:**

MS would like it noted that he thought the staff had been amazing and applaud them for all their hard work. LC fully agreed with this and hoped that they all had a very amazing summer holiday.

DF asked if we should go into lockdown again in September are the school in a position to inform the parents at short notice. AF replied that there were two training days at the beginning of the new term and if required that this could be worked on then. LC added that the school had always managed to get information out on time so far.

DF asked if the holiday dates for 2022/23 were available. AF replied that the dates were now supplied by the Trust and were not yet available.

11. **Date of next LGB:**

To be arranged.

Meeting closed at 20:02.

Next LGB to be arranged.

Signed by Chair.....

Dated