

**MINUTES OF THE MEETING OF THE
ST. MARY'S & ST. SAVIOUR'S C OF E PRIMARY SCHOOLS'
LOCAL GOVERNING BODY
HELD ON 7 MARCH 2024 AT 4PM
BY VIRTUAL ZOOM**

Present: Canon Ade Ademola (Chair)
Beverley Hall
Amir Lemouchi
Joe Pitchford
Emma Cherry
Vanessa Conant
Jacintha Danaswamy (Left at 5pm)
Victoria Haworth
Stephanie Shaldas (Left at 5pm)
Ruth Keane
Gabriel Gottlieb
Stephanie Kreft

Clerk to the Governors: Alison Brown

1. PRAYER, WELCOME AND APOLOGIES FOR ABSENCE

- 1.1 The Meeting commenced with a Prayer.
- 1.2 There were no Apologies for Absence received from Father Salvador.
- 1.3 Jacintha Danaswamy was welcomed to the meeting and it was noted she would be attending in Vanessa's absence for the next 12 months

2. DECLARATIONS OF INTEREST

- 2.1 There were no Declarations of Interest noted.

3. LOCAL GOVERNING BODY

- 3.1 The Clerk confirmed membership of the Governing Body. There were no vacancies noted.
- 3.2 All DBS applications were completed.

4. MINUTES

- 4.1 The Minutes of the Meeting held on the 7 December 2023 were agreed as an accurate record and signed by the chair

5. SCHOOL ITEMS

- 5.1 Head of School report- St Mary's
Governors acknowledged receipt of this item
 - 5.1.1 JP noted that the 8 step lesson plan was being successfully embedded, this was a set way of implementing lessons with immediate feedback and recall questions.

5.1.2 The Essex syllabus which underpins the way Re is taught in the school has had a significant update with a multifaceted approach that ensures to look at RE through three distinct lenses. The idea is to build religious literacy for a deeper understanding.

5.1.3 Two children were currently on pastoral support plans, this was an additional measure to provide support to those in support plans to further support them.

5.1.4 SENSO, the new monitoring system which monitors computer usage in school was now fully embedded, this allowed immediate responses to inappropriate content or behaviour online.

Question: How does this work with GDPR?

Answer: It is all done in line with our GDPR policy

5.1.5 The following behaviour incidents had been recorded this term

Incident Type	Autumn Term	Spring Term
Exclusions	0	0
Suspensions	0	0
Racial Incidents	2	3
Bullying Incidents	0	0
Behaviour Charts	1	3
Pastoral Support Plans	1	2

5.1.6 The following safeguarding incidents had been recorded this term

Group	Autumn Term	Spring term
Child Protection Plan	0	0
Child in Need Plan	6	6
Social Worker Involvement	14	13
Children of concern	21	17

5.1.7 Attendance was good at 96.28%. The school works closely with BACME for those who need additional support attending school. There was 1 child with an attendance of 60% which was being dealt with robustly

Question: Are you able to report that the lower attendance than usual figure is because of 1 child?

Answer: No we just have to report the figures

5.1.8 The courageous advocacy programme continued with Year 1 writing to the local MP about transport; Year 2 learning about fast fashion and writing to CEOs of large corporations. Year 3 will work on a 'Send My Friends to School' campaign; Year 4 will create lesson plans for other children and share them on the TES website. Finally, Year 5 will work on reducing food waste; while Year 6 will learn about reducing their carbon footprint.

5.1.9 An assembly had taken place on different families focused on types of families, relationships and sexual orientation. When discussing LGBTQ communities, Church of England's guidance 'Valuing all God's children' which emphasises that we are all made in God's image.
was followed

5.2 Head of School report- St Saviour's
Governors acknowledged receipt of this item

5.2.1 EC noted that the curriculum offered was broad and balanced and of a high standard. Children performing below age related expectations or not making the desired progress have been invited to attend additional boosters and interventions which run before and after school and on Saturdays. Attendance to the boosters was monitored to ensure the correct support was going to those who needed it.

5.2.2 The ALP project's continued to have a positive impact. Projects so far this academic year have focused on pupil achievement and how this is recognised and raising attainment. In the Spring term there would be a focus on Phonics and then arithmetic.

5.2.3 The 8 step lesson plan provided a clear structure for lessons with live marking to provide immediate feedback to respond to any misconceptions. This was being fully embedded across the school.

5.2.3 EC noted that the school had received a letter from the Minister for Schools in January who congratulated St Saviour's on their achievements in the 2023 multiplication tables check. St Saviour's were recognised as being one of the top 200 performing schools in England for the multiplication check with an average pupil score of 24.1 out of 25.

5.2.4 It was noted that there had been 2 racist incidents in KS1. These had been dealt with quickly and additional PHSE lessons put in place to ensure an understanding of the impact of language. There were 5 children on behaviour charts, 0 exclusions and 0 incidents of bullying or HSB.

5.2.5 There had been a huge drive on attendance with a percentage of 97% achieved. The school works closely with the local authority for any children who need additional support. Awards for high attendance each week to encourage attendance

5.2.6 The young transformer programme continued with the BBC visiting to recognise the school as a School of Sanctuary and to discuss the work that all three schools have done to sponsor a refugee family and resettle them in the UK. Children from St Saviour's were interviewed and spoke eloquently and with knowledge about the process and how their learning of displacement and being a School of Sanctuary has impacted them personally.

5.2.7 The schools netball team had reached the finals of the borough competition and came 3rd moverall. This was a fantastic achievement for all involved

5.2.8 There had been a number of enrichment opportunities this term with science week, author visits, falconry display and external trips all taking place.

5.2.9 The SENSO system was in place and working well, this gave immediate monitoring of online behaviours. There were 6 children with social workers, 1 child in need and 10 of concern, these were either moved down from social worker involvement or were small concerns.

Question: Has the recent removal of asylum seekers from the area had an impact?

Answer: We had thought this would have a big impact and had written to the borough with our concerns. 3 families we thought would be moved have been housed in the borough so we are able to continue to work with them. There is also a volunteer who helps at the school we were concerned about however she has been moved to a neighbouring borough dn is still able to attend.

5.3 SDP mid year review-St Mary's
Governors acknowledged receipt of this item

5.4 SDP mid year review- St Saviour's
Governors acknowledged receipt of this item

5.5 Pupil Premium review-St Mary's
Governors acknowledged receipt of this item

5.6 Pupil Premium review- St Saviour's
Governors acknowledged receipt of this item

Question: How do you ensure the correct pupils benefit from enrichment opportunities?

Answer: Everything is open to all pupils however pupil premium pupils are invited first. We track if they are engaging and explain to parents the importance of attending these events

5.7 Sports Premium review-St Mary's
Governors acknowledged receipt of this item

5.8 Sports Premium review- St Saviour's
Governors acknowledged receipt of this item

Question: Do coaching sessions last a whole day?

Answer: Yes, we used to just do one lesson but it is more consistent this way

5.9 EYFS Report- St Mary's
Governors acknowledged receipt of this item

5.10 EYFS Report- St Saviours

Governors acknowledged receipt of this item

5.10.1 It was noted that there were the same expectations for EYFS as the rest of the school. The curriculum was different but the process were the same.

5.11 SEND report -St Mary's

Governors acknowledged receipt of this item

5.12 SEND Report- St Saviours

Governors acknowledged receipt of this item

5.13 Health and Safety report

5.13.1 It was noted that St Mary's was still experiencing boiler issues, there was a brand new boiler in place but it was not distributing heat correctly. There was an ongoing conversation with the loss adjuster to rectify this.

5.13.2 Flood mitigation works were still under discussion, most other flood work was now completed

6. POLICIES

The following policies were ratified:

Business Continuity Plan

Curriculum Policy

DBS POP

Attendance and punctuality

Behaviour policy

EAL Policy

History POP

Literacy POP

Science POP

Modern Foreign Languages

Suspension and permanent exclusion

Educational Visits

Complaints Policy

7. DATE AND AGENDA ITEMS FOR THE NEXT MEETING

7.1 Full Governing Body Meeting 4th July 2024 4pm in person

7.2 Agenda Items

7.2.1 To be advised.

8. ANY OTHER BUSINESS/CLOSING PRAYER

8.1 A discussion took place on the format of the meetings moving forward. Differing views were expressed on whether to continue to host the meetings via zoom or to move to in person meetings. All governors had an opportunity to express their views on the matter. It was noted governors were welcome to visit the schools at any time and that a coffee morning could be organised if the governors wished to allow relationships to form.

Spring 2024

It was noted that this had been discussed previously and agreed that the summer meeting would be in person and the other meetings via zoom, this was in place to allow a work life balance for all involved.

The Chair thanked everyone for attending the Meeting.
The Meeting closed at 17.30pm with a Prayer.

SIGNED: _____ (Chair)

DATED: _____

Draft Minutes
St. Mary's & St. Saviour's Primary Schools
7/3/24

Chair's Initials:-
