



LOCAL GOVERNING BODY MEETING
Wednesday January 15th, 2025

Foundation Governors Helen Barr Rev. Duncan Fraser Iain Horner Jan Macdonald James Paulin Lucy Newton	Director Appointed Governor Anne Armitage
Staff Governor Michelle Glass Headteacher Jon Jeffries In Attendance Jonathan Smith - OCC Governor Services	Parent Governors Edward Black Matthew Dixon Abar Chudry

Minutes

ITEM	TITLE	TIME			
1.	Apologies for absence and welcome AA welcomed all colleagues to the first meeting of 2025. The meeting began with a prayer. Apologies were received and accepted from James Paulin.				
2.	Declaration of any business or pecuniary interests. No new pecuniary interests were declared.				
3.	Approval of Minutes of LGB meeting held on Wednesday November 6th, 2024 The minutes of the meeting held on November 6 th , 2024, were approved by Governors. Amendments suggested by JP were incorporated into the minutes. JMa noted that the Admission Policy referred to in the minutes relates to the year 2026/7				
4.	Actions Arising from FGB meeting on Wednesday November 6th, 2024 <table border="1" style="width: 100%; margin-top: 10px;"> <tr> <td style="width: 15%;">Item 4</td> <td style="width: 60%;">Safeguarding Certificates, Declarations, Cyber Safety Certificates update <i>All certificates have now been received.</i></td> <td style="width: 25%;">JS</td> </tr> </table>	Item 4	Safeguarding Certificates, Declarations, Cyber Safety Certificates update <i>All certificates have now been received.</i>	JS	
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	Item 7	Cyber-Safety working group update. HB to research digital literacy resources. <i>See item 8.5</i>	All/HB															
	Item 8	Christmas Fayre and festive activity feedback. <i>AA reports that the fayre was excellent and she thanked colleagues for their contribution. The Bike Night in June will be the next major school/Governor/community event.</i>	AA JJ															
5.	<p>PREVENT DUTY/ HEALTH & SAFETY/SAFEGUARDING/GOVERNOR TRAINING Cyber safety and Prevent certification has been received from:</p> <table border="1" data-bbox="475 555 1149 824"> <tr> <td>HB</td> <td>28th October 2024</td> </tr> <tr> <td>MD</td> <td>17th October 2023</td> </tr> <tr> <td>JMa</td> <td>2nd October 2024</td> </tr> <tr> <td>LN</td> <td>15th September 2024</td> </tr> <tr> <td>JP</td> <td>1st July 2022</td> </tr> <tr> <td>AA</td> <td>17th September 2024</td> </tr> <tr> <td>AC</td> <td>10th January 2025</td> </tr> </table> <p>MG, JJ IH and DF have received the training through their professional roles.</p> <p>LN will attend ‘The Strategic Role of Governors’ training on 1st February 2025 and ‘Understanding the Primary Curriculum’ training on 20th January 2025.</p> <p>A Copy of the Section 175 OCC Safeguarding Audit was circulated before the meeting. It is noted that ‘neglect’ is a 2024-5 OCC priority.</p>				HB	28 th October 2024	MD	17 th October 2023	JMa	2 nd October 2024	LN	15 th September 2024	JP	1 st July 2022	AA	17 th September 2024	AC	10 th January 2025
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6.	<p>SIAMS Framework Update</p> <p>The Board’s Foundation Governors (Duncan Fraser, Iain Horner, Jan Macdonald, Lucy Newton (Chair) and Anne Armitage met on December 2nd. They discussed the new SIAMS Framework and explored the role of Governors in helping the school to prepare for the next SIAMS inspection. The group also considered the RE curriculum and the 2024/5 Governor Development Plan objective.</p> <ul style="list-style-type: none"> • IH has recently attended SIAMS training and was able to share the latest information with the group. • The new SIAMS framework was discussed • The group considered SIAMS inspection questions • DF presented the latest RE curriculum model. • The Group noted that the Worship Policy and RE Curriculum details on the school website are out of date. <p>JJ will confirm that the Worship Policy and curriculum details are up to date.</p> <p>IH shared the ODST SIAMS document with Governors before the meeting https://app.governorhub.com/document/675996a2ef17ce1ab4715d0c/view</p>																	

JJ

	JMa asked if the school's link adviser could provide generic SIAMS training for all Governors. This arrangement would ensure that all Governors are 'on the same page'. She added that the School Chaplain may also provide practical training in day-to-day Christian distinctiveness issues. JJ agreed to raise this issue with the link adviser when they next meet.	JJ
7.	<p>EPA (Eynsham Partnership Academy) MAT activities and meetings</p> <p>AA explained that there will be an EPA Chair of Governors meeting in late January and the notes from this meeting will be available for reference at the March LGB meeting.</p> <p>JJ added that all EPA Headteachers will participate in an Away Day in late January. Cyber safety is on the agenda.</p>	

SCHOOL IMPROVEMENT

8.	<p>8.1 Headteacher Report</p> <p>JJ presented the January 2025 Headteacher's Report:</p> <ul style="list-style-type: none"> • There are 114 children on roll, 19 fewer than in September 2024. • There are 18 children in Apple class • 7 children have joined the school since September and 6 have left. All leavers are the result of family relocation or a change in family circumstances. • Attendance in Sept/Oct this year was 96.65% and Oct/Dec was 94.51 • 15 children are on the SEN register and 12 receive the pupil premium. • Behaviour is excellent. Very few reflection sheets have been issued. • There have been no safeguarding issues requiring MASH intervention. • There have been 162 Securus captures but only 6 have been positive. The captures all relate to an attempt to access an on-line game during an after-school club. • Mia Ryan, the new class 3 and 4 teacher has made a successful start to the year. • The school has engaged an agency TA to work 1:1 with a child. She also provides small group interventions • This term's value is creativity. <p>A Governor asked if engagement of an agency TA has placed a strain on the budget. JJ explained that the TA supports a particularly vulnerable pupil and thus enables the other TAs to be used flexibly. He explained that the arrangement is an unavoidable expense at this stage of the year and that the budget can accommodate the additional cost. The agency TA enables the quality of provision for all SEN children to be maintained.</p> <p>A Governor asked if there are any new behaviour developments to report. The behaviour data is very encouraging. JJ explained that the school is engaging with the Bartholomew Behaviour Hub and this supports those few SPPS children who require specialist intervention. A 'hands on' pond area restoration project has helped absorb the excess energy of a group well-</p>	
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meaning boys who would otherwise be engaged in vigorous play. The project is supported by a charismatic volunteer who himself struggled to sit still at school.

8.2 School Development Plan ('half time' progress)

JJ reminded colleagues that the Development Plan includes activities that will be realised this academic year and other projects that are longer-term. The plan is on track and progress in many of the areas is covered by these minutes.

8.3 Progress and Attainment Data (AP1)

MG presented the terms 1 and 2 Pupil attainment and progress data. She concludes that

- EYFS data is strong with 90% of children on target to achieve a GLD
- ARE in combined subjects is particularly strong in years 1,2 and 5
- Greater depth in Year 6 (and combined) are high.
- Progress in all KS1 subjects is encouraging
- Year 6 progress and attainment in maths is very positive

The percentage of children reaching or exceeding the expected levels of attainment are

Year Group	At or above expected level of attainment
Year 1	73.3%
Year 2	72.7%
Year 3	41.7%
Year 4	46.7%
Year 5	91.7
Year 6	78.7%

MG explained that 61.3% of children in the school are making expected steps of progress with 78.8% making expected progress in reading, 89.3% in writing and 78.7% in mathematics.

90% of EYFS are at or above the expected level in word reading, writing and number. Progress is 100% in word reading and writing with only two children below the expected level of progress in number (80% at or above).

JJ explained that pupil progress meetings revealed that very few interventions are underway in the Year 1 and 2 and Year 5 and 6 classes. These classes have a full spread of ability and 'borderline' performers yet need few additional inputs. He feels that this is evidence that Quality First Teaching is embedded in these classes.

Governors noted that 9.1% of SEN children are below the expected standard in reading and 27.3% in writing.

Year 3 and 4 (Maple) are a clear data outlier. A Governor asked for an explanation. MG explained that this class has 9 SEN children. Moreover, the Educational Psychologist has visited to work with some of the non-SEN children in the class. This group of children were in the Reception Class

during lockdown and are potentially the group most affected by the pandemic. However, the class has made encouraging progress, and JJ confirms that many children are close to the expected level threshold. Additional support is provided for the class and, for example MG regularly provides small group support for Maple's SEN children in a removed location. Senior staff closely monitor the progress and attainment of these children and the performance of this class will remain a key priority throughout their time at school.

A Governor noted that attainment writing in Year 6 is 30% lower than elsewhere. JJ explained that there are two SEN children in the class and a number who are on the cusp of reaching the required standard. MG explained that the children struggle to 'sell themselves' through writing. Their sentence construction is too simple and stunted and they are not using assessed work to 'show what they can do'. They are now being taught the 'sentence staircase' and this encourages the construction of more complex sentences in a formulaic fashion.

8.4 Attendance

A Governor how absence requests are assessed. What type of absence is approved? MG explained that all families requesting the approval of an absence are required to meet with her. The default position is that term time absence requests are rejected unless exceptional. Only hospital appointments and major family events, such as funerals, are approved. MG accepts that the meetings rarely persuade a family to cancel a pre-booked term time holiday, but she feels it is important to reinforce the message, face-to-face, that absence affects learning.

It is thought that OCC have issued a fixed term attendance penalty to a SPPS family. A Governor asked if news of the fine, through word of mouth, had impacted attendance. MG explained that the penalty system is independent of the school and overseen by OCC. It is unlikely that news of the fine has spread sufficiently for it to be considered a deterrent. She added that the impact of term time holidays is most profound when it drags a child with a current attendance rate above 90%, below the line. The school currently has 9 children with attendance below 90% but, many of these children are very close to the 90% threshold and consequently unauthorised absence is critical. Attendance interventions do make a difference. A child with attendance of only 77% in 2023-4 now has attendance of 88% thanks to an attendance contract and regular meetings with the family at school.

A Governor noted that attendance of SEN and Pupil Premium children is relatively low, and he asked for an explanation. MG explained that an SEN child is following a reduced timetable, and this has skewed the data. However, she accepts that SEN and PP attendance 'is on the radar' and will remain an area of focus this term.

MG

8.5 Digital Diet - Cyber Safety - thoughts and plans

JMa has established a smart phone reference folder on the Hub. This contains some the latest academic research on the topic.

<https://app.governorhub.com/g/stpeter'scofeprimaryschoolcassington/docs/6785726dbe7332b45cc93a76>

Governors spent some time discussing the digital diet and particularly the Channel 4 documentary 'Swiped'.

Discussion points:

- JJ included a link to the documentary in the newsletter. Parents have yet to respond.
- It is frightening how easy it is for children to get inappropriate content.
- Most parents in their late 20s and 30s grew up with mobile technology, they do not necessarily see ownership and use of the technology as an issue
- 'The genie will not be easy to get back in the bottle'. AI is likely to have a similar revolutionary impact, but we have time to plan for this and create guidelines.
- Excessive mobile phone usage has the same impact on the physiology of the brain as addiction.
- Mobile phones have destroyed the nature of childhood.
- There is a growing national mood of resistance to mobile phone access championed by 'Smartphone Free Childhood'. Change will only occur if those who support the change are united.
- Boredom is actually an essential physiological requirement of brain development. Over-stimulation is harmful.
- Smartphones affect the ability of children to form relationships
- There is a propensity to demonise the device. The phone is not the problem. Easy access to the internet, and deliberate hypnotic algorithm - based marketing, is the problem.

The Board agreed on the following strategy:

- The school newsletter will continue to feature 'useful tips' to parents. This may include good mobile phone habits, a cordon sanitaire between phone use and bedtime, the law regarding 'phone use etc. The tone will be supportive and advisory rather than authoritative. Where possible, positives (such as study tips using 'phones), will be provided.
- School will invite families to an open forum. Parents attending will have an opportunity to get all their issues 'on the table'.
- The PSHE curriculum, including assemblies, will continue to stress the risks of unfettered internet use and the addictive nature of content.
- Following the parent forum, and depending on outcomes, the school may include a further parent session involving attendance by an inspirational expert.

The ultimate objective of this strategy will be to raise awareness and, from this work, distil a set of practical guidelines to support safe mobile phone usage by children. The Board realises that mobile phones cannot be un-invented and that any perception of righteousness will be unwelcome and unhelpful. The strategy must emanate from and be inspired by parents not school. However, the Board feels that it has a compunction to continue to illuminate the risks, to provide the information necessary to avoid on-line danger and to reinforce the value of alternative play-orientated activities.

COMPLIANCE

9.	<p>COMMUNITY UPDATE Chaplaincy, Parent Association, pool update, cyber safety education, school events requiring Governor attendance, fundraising projects.</p> <p>JJ explained in his report that the Commissioning service for the School Chaplain was attended by three children from the school. The Christmas Fayre was well-attended by members of the community and the school choir sang at the Cassington Café.</p> <p>A member of community has constructed a replica of St Peter’s boat, and this is positioned in the foyer area. It will serve as an aide memoire, reminding children and staff of St Peter’s journey and the school values. There will be a service to celebrate its ‘launch’ and Governors are welcome to attend.</p>																	
11.	<p>ANY OTHER URGENT BUSINESS</p> <p>There was no other urgent business</p>																	
12.	<p>DATE OF FUTURE MEETINGS:</p> <table border="1" data-bbox="379 936 1265 1167"> <thead> <tr> <th>Date</th> <th>Start</th> <th>End</th> <th>Committee</th> </tr> </thead> <tbody> <tr> <td>Wed 19 Mar 2025</td> <td>18:30</td> <td>20:30</td> <td>Second Monitoring Visit Focus</td> </tr> <tr> <td>Wed 7 May 2025</td> <td>18:30</td> <td>20:30</td> <td>AP2 Pupil Attainment and Data Focus</td> </tr> <tr> <td>Wed 2 Jul 2025</td> <td>18:30</td> <td>20:30</td> <td>AP3 Pupil Attainment and Data Focus</td> </tr> </tbody> </table>	Date	Start	End	Committee	Wed 19 Mar 2025	18:30	20:30	Second Monitoring Visit Focus	Wed 7 May 2025	18:30	20:30	AP2 Pupil Attainment and Data Focus	Wed 2 Jul 2025	18:30	20:30	AP3 Pupil Attainment and Data Focus	
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January 15th, 2025

Actions from the meeting and issues for March 19th meeting.

Item 6	Worship Policy and RE curriculum documents on website to be updated	JJ
Item 6	School link advisor to provide whole Board SIAMS training?	JJ
Item 7	Feedback from EPA Chair of Governors meeting and EPA Headteachers Awayday	AA and JJ
Item 8.4	Update on SEN and PP attendance figures - have they improved?	MG
Item 8.5	Outcomes from cyber safety parent forum.	JJ