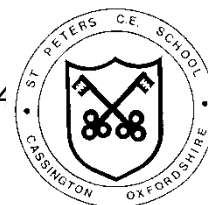




ST PETER'S CHURCH OF ENGLAND PRIMARY SCHOOL
 The Green, Cassington, Witney, Oxon, OX29 4DN
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 Web-Site: www.st-peters.oxon.sch.uk
 Headteacher: Mr Jon Jeffries
 Registered in England and Wales
 Company number 07939655



LOCAL GOVERNING BODY MEETING
 Wednesday January 10th, 2024, at 6.30 p.m. at school
 The Governing Board is:

Foundation Governors Helen Barr Rev. Duncan Fraser Iain Horner Jan MacDonald James Paulin Lucy Newton	Co-opted Governors Anne Armitage
Staff Governor Rob Miles Headteacher Jon Jeffries	Parent Governors Edward Black Matthew Dixon Hannah Want

Agenda

ITEM	TITLE	TIME			
1.	Apologies for absence and welcome AA welcomed all to the first meeting of the year. Apologies were received and accepted from Iain Horner, Edward Black and Hannah Want.				
2.	Declaration of any business or pecuniary interests. LN and MD declared new interests, and these have been recorded on GovernorHub. There are no other new interests.				
4.	Approval of Minutes of LGB meeting held on Tuesday November 1st, 2023 The minutes of the meeting held on 1 st November 2023 were approved by Governors.				
5..	Actions Arising from FGB meeting on Tuesday November 1st, 2023. All these actions were included in the agenda. <table border="1" style="width: 100%; margin-top: 10px;"> <tr> <td style="width: 15%;"><i>Item 5.</i></td> <td style="width: 65%;"> Outcomes from informal Governor meeting on November 22nd <i>AA thanked all for attending. The decisions made at the meeting are recorded below in item 9. Colleagues feel that this was a useful and convivial activity, and they intend to meet again in the summer.</i> </td> <td style="width: 20%; text-align: center;">AA</td> </tr> </table>	<i>Item 5.</i>	Outcomes from informal Governor meeting on November 22nd <i>AA thanked all for attending. The decisions made at the meeting are recorded below in item 9. Colleagues feel that this was a useful and convivial activity, and they intend to meet again in the summer.</i>	AA	
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	<p><i>Item 5.</i> Simplified budget CFR statement for Governors <i>EB will present at the March LGB meeting.</i></p> <p><i>Item 8.</i> Pupil Premium Statement for review by Governor. <i>See item 7.1</i></p> <p><i>Item 8.</i> Health and Safety walkthrough notes shared with colleagues. <i>EB will complete this activity before the March LGB meeting. JJ confirmed that the operations team at EPA have visited school and have confirmed that all Health and Safety paperwork and logs are compliant.</i></p> <p><i>Item 8.</i> Qualitative aspects of parent survey shared <i>See item 7.1</i></p> <p><i>Item 9.</i> Update on pool, Parent Association leadership and Chaplaincy. <i>See item 10</i></p>	<p><i>EB/JJ</i></p> <p><i>JJ</i></p> <p><i>EB</i></p> <p><i>JJ</i></p> <p><i>JJ/H W/DF</i></p>	
5.	<p>PREVENT DUTY/ HEALTH & SAFETY/SAFEGUARDING/GOVERNOR TRAINING</p> <p>The annual OCC Section 175 Safeguarding Audit was circulated to Governors before the meeting. The audit requires school leaders to produce an action plan.</p> <p>Key safeguarding development issues include:</p> <ul style="list-style-type: none"> • Further training for DSL and DDSs • Greater participation by staff in the safeguarding ‘7-minute briefings’ • Consideration of a Resolve Policy and the ‘Thrive Initiative’ www.thrive.com • Further safeguarding training for Governors 		
6.	<p>EPA (Eynsham Partnership Academy) MAT</p> <p>The EPA strategy meeting was held on 15th November.</p> <p>The meeting established the intention to develop several areas across the Trust. These include:</p> <ul style="list-style-type: none"> • The vision and values of each individual school • An ambitious curriculum at each school • Subject specialist knowledge of all teachers across the Trust • A SEND strategy for each school that is ambitious. • Strong relationships • Pupil safety and pupil safety awareness. <p>A Governor asked if the achievements and ambitions of the Trust are shared with parents. Most SPPS children will graduate to Bartholomew and will continue to be educated by the Trust until they are young adults. Parents should be excited by this work. JJ agreed. He feels that the Trust tends to be ‘quietly confident’ and reluctant to boast about success. JMa noted that the Trust will create whole-Trust working groups to steer this strategy and the</p>		JJ

creation of a communication group might be appropriate. JJ will use the newsletter to communicate EPA's strategy and achievements.

SCHOOL IMPROVEMENT

7. HEAD TEACHER'S REPORT

7.1 Issues to bring to the attention of Governors.

JJ circulated the 2022-3 Pupil Premium Statement to Governors before the meeting. This document is a statutory document, describing a three-year rolling development plan. JJ explained that 2023-4 is the third year of the original plan. The 2022-3 funding is £21,350 and the funding is used to narrow the gap between disadvantaged and non-disadvantaged pupils. Activities have included one to one teaching provision, the engagement of an emotional support TA (as second TA is being trained), the use of accelerated learning teaching techniques, the provision of additional resources (such as Pixl) and behaviour support activities.

JJ explained that some of the funding has been used to provide the Read, Write, Inc' materials and that these resources are used to drive improvements in literacy across the school. School leaders feel that the improvements in Year 3 and the EYFS class this year, are largely thanks to the consistent application of this scheme.

RM noted that music has benefitted directly from PP funding. I-Rock has been 50% funded by the Pupil Premium and this experience has provided disadvantaged children with an opportunity to play expensive instruments, make music and perform to an audience.

The qualitative comments from the recent parent survey were shared with Governors before the meeting. The parental responses are largely positive and constructive. The few negative comments submitted relate to operational rather than whole-school cultural issues and it is likely that those responding have misconceptions that can be addressed through school communication.

The next parent survey will be distributed at the parent evening.

7.2 AP1 pupil attainment and progress data

RM presented the AP1 (Autumn Pupil Attainment and Progress data). The school has 14 children in receipt of the Pupil Premium, 12 on the SEN register, one child with an EHCP and 7 who have English as an additional language. The proportion of children working at or above the expected level in all subjects is:

EYFS	81%
Year 1	55.6%
Year 2	71.4%
Year 3	37.5%
Year 4	77.8%
Year 5	75%

Year 6	72.0%
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Expected progress (working at or above) is:

EYFS	93.8%
KS1&2	93.7%

All children in Year 4 are expected to achieve 100% ARE in mathematics and all children in Year 5 are expected to reach ARE in reading. There are issues in Year 1 and Year 3; Year 5 is the most gifted cohort in the school.

RM explained that, in response to this data, various interventions have been actioned. These include:

- The use of fast-track phonics and ‘search-lighting’ techniques.
- An emphasis on improving behaviour for learning.
- Speech and language interventions
- A homework club for a limited number of children
- Specific strategic catch-up interventions
- A programme to upskill the TAs.
- Specific additional support for Year 1 and Year 3.
- RM noted that some concerns about the likely attainment and progress performance of Year 4 going forward, were raised at the July 2023 LGB meeting. These issues have not materialised, and the interventions and actions discussed at the meeting, have been successful. Year 5 is thriving.

A Governor asked if the school had sufficient resources to continue these improvements. JJ explained that the school has a skilled and professional group of teaching assistants who can deliver and monitor a range of interventions and that staff development will continue in the second half of the year. Moreover, many of the strategies developed from the use of Read, Write Inc and Maths Mastery are now becoming embedded. Consequently, there are no immediate resourcing needs.

A Governor asked if expected progress was relative or summative. For example, if a child was working just below the expected level in Year 1 and ended Year 2 working just below the expected standard again, would this progress qualify as ‘expected’? RM explained that children are ‘expected’ to make levels of progress during a school year that at least maintains their attainment level with the aim to increase progress to achieve the next level of attainment. Their *attainment* may be less than the expected criteria, but their *progress* may be in line with expectations.

A Governor supported the drive to increase the number of children working at greater depth in Years 3 and 4. However, he asked why this is so important. Is it a problem if a child achieves greater depth in only two of the three core subjects? RM explained that children who reach greater depth in two subjects generally have the propensity to reach this standard in all three. The school ambition to achieve greater depth in all three, prevents complacency and ensures that more able children are challenged. He added that pupil assessment is very accurate, and it is rare for able children to have a large

variance in marks between the three subjects. Staff encourage children to make the small improvements necessary to 'get over the line' and there is no wrote learning. JJ confirmed that teachers will not risk, for example, losing high achievement in reading and writing by focusing too much on mathematics. Moreover, the wider curriculum offer is not reduced to make extra space to boost and drill attainment in core subjects (as at some other schools)

A Governor asked if there is any correlation between attendance and attainment. RM felt that there almost certainly is a strong connection. All children receive individual pupil progress meetings, and an attendance improvement strategy may be identified as an important intervention at this meeting. However, the number of children involved in the pupil progress process is too small to support meaningful research into this correlation.

A Governor asked why the school did not have any children operating 'significantly above' expected levels. RM explained that the 'significantly above' criteria is extremely hard to meet, relates to exceptionally gifted children and is very rare. JJ explained that 'greater depth' is a broad grade and that high-achieving children are challenged and encouraged to travel as far as possible within this category. Consequently the 'significantly above' category is not necessary as an incentive.

A Governor observed that some children may find writing, reading and maths difficult but excel in art, sport or computing. He asked if these pupils have opportunities to receive praise for their talent. JJ explained that the school has a philosophy that every individual child has a unique gift and that individual talents, special interests and unique skills are to be encouraged and developed. The school offers several enrichment undertakings (for example an upcoming RAF STEM Day) and such activities ignite interest and provide an immersive experience. The school celebrates all pupil achievement.

7.3 School Improvement Plan: Mid-year review.

JJ explained that the development plan has been colour coded and circulated to Governors. Red categories tend to be items that have yet to commence for operational reasons. He asked Governors to note that:

- The Maths mastery work continues and is becoming embedded.
- Curriculum Development in response to the OFSTED visit continues.
- RM is delivering the attendance strategy.
- Reading buddies have been established.
- Pupil voice and leadership activities are underway.
- The Behaviour policy and Anti-Bullying policy are in the process of being updated and will be presented at the March LGB. The policy will include references to Zones of Regulation. A future behaviour policy will incorporate the the use of restorative practices.
- Subject leaders will review their subject action plans after half term.

A Governor asked if the development strand relating to ICT network screening, as required by KCSIE 2023, is complete. JJ explained that the school's ICT

	<p>providers are completing the technical requirements. The screening strategy is overseen by the Trust and applies to all EPA schools.</p> <p>Governors felt that a meeting of the SIAMS Committee is apposite. Although the recent SIAMS Inspection was very positive, school leaders and Governors wish to maintain this level of excellence and respond to the new SIAMS framework.</p>	
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COMPLIANCE and GOVERNANCE

<p>9.</p>	<p>GOVERNOR ISSUES</p> <p>9.1 Governor monitoring visits undertaken in November and December DF has posted a summary of his visit to RE on GovernorHub. He notes that the new RE teaching and learning strategy is underway and that he will revisit in March to evaluate progress.</p> <p>9.2 The following specialist roles were agreed at an informal meeting of Governors on November 23rd, 2023.</p> <table border="1" style="width: 100%; border-collapse: collapse;"> <tr> <td style="width: 50%;">Maths</td> <td style="width: 50%;">AA/MD</td> <td style="width: 50%;"><i>Committee Leadership</i></td> <td style="width: 50%;"></td> </tr> <tr> <td>Science</td> <td>IH</td> <td>Performance and Standards</td> <td>JP</td> </tr> <tr> <td>PE/swimming</td> <td>HW</td> <td>Finance Resources</td> <td>EB</td> </tr> <tr> <td>Computing</td> <td>JP</td> <td>Foundation/SIAMS</td> <td>DF JM IH HB LN</td> </tr> <tr> <td>SEND/Inclusion</td> <td>AA</td> <td></td> <td></td> </tr> <tr> <td>Health and Safety</td> <td>ED</td> <td></td> <td></td> </tr> <tr> <td>Literacy</td> <td>ED/HB</td> <td></td> <td></td> </tr> <tr> <td>PHSE</td> <td>HB/LN</td> <td></td> <td></td> </tr> <tr> <td>EYFS</td> <td>HW/MD</td> <td></td> <td></td> </tr> <tr> <td>Safeguarding</td> <td>JM</td> <td></td> <td></td> </tr> <tr> <td>History/Geography</td> <td>LN</td> <td></td> <td></td> </tr> <tr> <td>Music</td> <td>DF</td> <td></td> <td></td> </tr> <tr> <td>Art Design& Technology</td> <td>JM/AA</td> <td></td> <td></td> </tr> <tr> <td>RE/SIAMS</td> <td>DF</td> <td></td> <td></td> </tr> <tr> <td>Mandarin</td> <td>LN</td> <td></td> <td></td> </tr> </table> <p>9.3 Governor Training</p> <p>Helen Barr and Jan MacDonald attended a Home Office Prevent awareness course on 28th October 2023 and an NCSC Cyber Training for School Staff module on 28th October.</p>	Maths	AA/MD	<i>Committee Leadership</i>		Science	IH	Performance and Standards	JP	PE/swimming	HW	Finance Resources	EB	Computing	JP	Foundation/SIAMS	DF JM IH HB LN	SEND/Inclusion	AA			Health and Safety	ED			Literacy	ED/HB			PHSE	HB/LN			EYFS	HW/MD			Safeguarding	JM			History/Geography	LN			Music	DF			Art Design& Technology	JM/AA			RE/SIAMS	DF			Mandarin	LN			
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<p>10</p>	<p>COMMUNITY ISSUES: school swimming pool, parent association and chaplaincy.</p> <p>DF explained that it had not been possible for the Diocese to appoint a school Chaplain. The post is onerous and requires a unique skill set. However, he hopes that an appointment will be made before the Summer.</p> <p>A Governor asked for an update about the future of the school pool. She explained that plans for community ownership of the facility seem to have</p>																																																													

	<p>stalled and, as the pool enters its second year of disuse, a plan needs to be established going forward.</p> <p>JJ explained that there has been little progress with the community 'ownership' plan during the winter. He explained that there are effectively three possible outcomes:</p> <ul style="list-style-type: none"> • Continued operation as a community undertaking with the necessary supervision and operational functions undertaken by volunteers. • Outsourcing, by a village committee, to a specialist company who will manage and supervise the pool as a business undertaking (as at Eynsham PS). • Closure of the pool and in-fill for safety reasons. <p>He confirmed that the pool does not meet curriculum standards. KS2 children use facilities at the Leisure Centre for their National Curriculum swimming input as the SCPS pool is too small. The school would welcome use of the pool for nursery/KS1 use if a community solution were to be found.</p> <p>JS will include this item on the March agenda when, hopefully, HW is in attendance to provide guidance. Community interest in the pool is more likely to be revived in the spring/summer.</p>	JS
11.	<p>POLICIES TO BE REVIEWED</p> <p>Collective Worship Policy 2024 Positive Handling Policy 2024 PSHRE Policy 2024 RE Policy 2024 Remote Learning Policy 2024 Admission Arrangements 2025 (this is a Diocese 'model' policy, and the 7-year consultation process has been necessary. The consultation process did not identify any issues)</p> <p>All policies were approved.</p>	
11.	<p>ANY OTHER URGENT BUSINESS</p> <p>There was no other business.</p>	
12.	<p>DATE OF FUTURE MEETINGS:</p> <p>Wednesday 20th March 2024 (Monitoring visits) Wednesday 1st May 2024 at 6.30 pm (Data AP2) Wednesday 17th July 2024 at 6.30 pm (Data AP3)</p>	
13.	<p>ITEMS FOR THE MARCH 20TH MEETING</p> <p>Review and approve the Anti-bullying/Behaviour Policy (if ready) (JJ) SCPS swimming pool update (HW) Budget update (EB) Health and Safety walk through (EB)</p>	

	Monitoring Visit feedback (all) Leadership of parent association (HW) Parent association activities planned this term (HW) School events requiring Governor attendance summer term (JJ) SIAMS Committee meeting? (DF)	
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