

THE SPRING PARTNERSHIP TRUST
Adopted minutes of a meeting of the Governing Body of Leasons Primary School
Held at Leasons Primary School at 6.30pm on Monday 9th December 2019

Present:

Mr J Walker (Chair)
Mr P Collins (Head of School)
Mrs E Bromfield
Mr M Wooderson
Mrs H Knowd
Mrs L Elliott
Mrs D Armstrong

Clerk:

Mrs S Johnson

1. Apologies for absence

- 1.1 JW welcomed everyone and confirmed that apologies had been received and accepted from Lucia Bernardi.

2. Pecuniary Interests

- 2.1 None added to those declared at the first meeting of the academic year.

3. Minutes & Matters Arising

- 3.1. The minutes of the previous meeting (02.10.19) were circulated prior to the meeting and all agreed that they could be signed as an accurate record of the last meeting, JW signed them. SJ confirmed that they would be put on the school website.

- 3.2. The Matters Arising Report was updated following the last meeting (and circulated). The following matters were raised that were not included elsewhere in the agenda :

- 3.2.1. **Risk Register** – A meeting was held to agree the risks in relation to the school being used as a polling station and the resulting systems/procedures to be put in place for the day were agreed.

- 3.2.2. **Ofsted Ready Group (JW/EB/LE)** – JW expressed concerns as there has been no follow up in relation to this group. EB added that she had attended the trusts ACC meeting in which it had been confirmed that the group was up and running. PC suggested that it may have been delegated to him to follow up but there are still different views as to what the remit of the group is and it has not been made clear. (To get the school ready for Ofsted with the governors involvement so that they are aware or to get the governors ready for Ofsted by informing them of things they may need to know). JW mentioned that at the trust meeting Jo Brinkley had gone through how Ofsted had changed. **PC** agreed to enquire as to whether interviews with governors had taken place in recent Ofsted inspections.

- 3.2.3. **Finance Concerns** – PC confirmed that he had attended the FARCO meeting after the last governors meeting but it had not resulted in information sharing. PC suggested that the meeting turned out to be to ensure that he was aware of the LPS financial situation and that he would keep a tight reign of the finances.

A governor enquired as to whether the issues with the gates and the fire doors following the building works would have to come out of the schools budget and PC confirmed that they would. It was mentioned that some of the initiatives brought in by the trust are expensive which is not easy for LPS. PC added that the book spending needed may not be as high as

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had originally been thought and that purchases are being made across schools to reduce the costs. It was agreed that expecting Friends of Leeson's to pay for things was a big ask and agreed that parents should not be expected to fundraise for basic resources.

4. Chairman's Report - The report had been circulated prior to the meeting.

4.1. Governors Roles - JW asked what governors felt about their current role and how they stand in their roles and how they see the future in them shaping the school. The following comments were made :

- The role has become less and less.
- We have no influence and so it is a waste of time and effort.
- They used to need us to be in school but now we have no place in the decision making processes.
- The delegated powers have not been confirmed.
- When I started I was never out of the school and now it is so different.
- Although a safeguarding meeting is held with school staff, not sure if adding value.
- Go through what is going on and ensure that staff are supported. If they were not supported not sure how could help.
- H&S checks are a pointless exercise as mostly involve costs which cannot be followed up, just becomes a tick in a box exercise.

JW confirmed that he was attending a Chair's meeting on the 11th December and that he would raise these comments. He added that he has meetings with PC which are just an information gathering exercise but JW cannot add anything.

A governor enquired as to what the trust thinks about what is being said and how accountable they see the governors. The governors meeting is a waste of time for PC and I am shocked by the lack of information from the trust.

4.2. Admin Officer – JW was involved in the interviews and a new Senior Admin Officer will start after Christmas (spending a day at the trust and a day in school before the end of this term).

4.3. Governor Training Update – Nothing to discuss.

4.4. Governor Visits – It had previously been agreed that it should be arranged that governors should meet the staff. However, it was suggested that until the governors positions were confirmed it would not be easy to speak to staff about their roles. No reply has been received from the trust following the issues raised with the Scheme of Delegation.

4.5. Newsletters – JW mentioned how good the Newsletters were and what a positive view of the school they provide. PC added that there had been positive feedback in relation to the newsletters and also the parents evenings held in the classrooms rather than in the school hall.

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- 5. Head Teacher's Update** - PC had circulated his report prior to the meeting.
- 5.1. PC confirmed that a traffic officer had attended which was useful, he has emailed the LB in relation to the issues.
- 5.2. **Achievement** – PC stated that performance is lower that it should be but the gaps are closing and every arrow is moving in the right direction, just not as quickly as had been hoped. A number of interventions are in place, including small Pixl groups being led by TA's. 10-15% increase is predicted in this year's KS2 SATs results. KS1 is tricky to predict as they are two very different cohorts and with two NQT's.
- 5.3. Staffing – Two pregnancies (one teacher, April & one 1:1, June). PC mentioned concerns in relation to the 1:1 as the child is very dependent on the member of staff and it is also uncertain as to whether finances will be available to cover the maternity.
- 5.4. **Behaviour** – Not an issue. PC stated that the lunchtime OPAL scheme does not work as no one is available to lead it but this is being dealt with and PC has a meeting set up with the consultant.
- 5.5. **Attendance** – Around 90%. PC confirmed that he has appointed a member of the pastoral team to be attendance officer for two hours a day. They will be knocking on doors and will link up with St. Mary Cray and go out together. The trust have also appointed someone to help but their time is limited as they are working across the trust and are also based at HPS.
- 5.6. **SEN** – All the required paperwork has been submitted. An external review of SEN services resulted in an action plan of recommendations. PC on the borough heads' group.
- 5.7. **Nursery** – PC stated that the aim is that the nursery will be open from 7.30am to 6pm from September 2020. This will be good for both the community and the schools finances. The main issue is staffing, the latest job advert resulted in no applicants. The nursery is currently staffed by school staff. Path and lighting are needed prior to the extended hours but logistics are not an issue.
- 6. Health & Safety** – PC wished to raise a couple of issues that had come to light.
- 6.1. **Nursery** – the building is not connected to a drinking water source. Plastic water carriers are being transported from the main building.
- 6.2. **Year 5** – One of the Year 5 classrooms is currently closed due to damp and mould. A sink is leaking and a report came back saying that it resulted from the condensation from a flood two years ago. A video has been shown of the water leaking through the roof, a professional is to be brought in to do an assessment. Luckily a spare classroom is available until September. LBB coming on 12th December.
- 7. Safeguarding** – PC confirmed that that the LBB Safeguarding Audit is on the list. He added that LB is doing a fantastic job and that he is hoping to get her some external supervision in order to provide her with some support and to insure her well-being.

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- 8. GDPR – No updates**
- 9. Policy Reviews – PC stated that a lot of the policies are now trust level.**
 - 9.1. A governor enquired as to the progress in relation to the core curriculum – PC confirmed that it is now being adopted across the trust. LPS has adopted it and adapted it, this has been led by GS with a literary lead. Each school confirms where gaps in resources are in relation to implementing.**
 - 9.2. A governor enquired as to the update re IT – PC confirmed that Google drive is now in place and the whiteboards should be in place in January.**
- 10. A.O.B.**
 - 10.1. Ann Cluett - It was suggested that something should be given to Ann from the Governors as she will be leaving next week after 21 years at LPS. SJ to arrange.**
 - 10.2. Feedback to trust – JW/PC to feedback to TSPT following this meeting re governor roles.**
 - 10.3. FOL - Friends of Leasons held their Winter Wonderland, a governor commented on how well organised it was and how the kids loved it. The next venture is a School Lottery.**
 - 10.4. Painting – PC raised the suggestion of the governors painting the “blue corridor” maybe one Saturday in the Spring. A couple of the governors confirmed that they would be willing to help. PC to confirm details once he has obtained the paint and once the weather is warmer.**
- 11. Date of Next Meeting – The next meeting was agreed as 4th February at 6.30pm.**
- 12. Confidential Items – None confirmed.**

The meeting closed at 8pm.

Signed:

Date:.....

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Chair of Governors - Leasons Primary School

Documents Published on Secure Page Prior to the Meeting

Minutes of the GB Meeting held on the 2nd October 2019 Final unadopted.
Matters Arising Report Update 15.11.19
Chairs Report December 2019
Heads Overview November 2019
Copy of school level risk register May 19 final version
UKPVS-NI-Elections-Risk-register-Final (1)
Leasons SEF-SIPv1
LPS 2019-20 Review & Areas for Improvement
Leasons Read Write Maths Year 2 2020
Leasons Year 6 Overview 2020
Curriculum Long Term Plan 2019-20
Assembly Themes 2019-20
Open Morning Powerpoint Presentation
Meeting with Head of School November 28th 2019
LPS H&S site walk with Phil Brooks 14.11.19

Documents Circulated at the Meeting – None

Documents to be Circulated following the Meeting – None