

WHAPLODE CHURCH OF ENGLAND PRIMARY SCHOOL & WESTON ST MARY CHURCH OF ENGLAND PRIMARY SCHOOL

**PUPILS AND PROVISION COMMITTEE MEETING FINAL MINUTES
TUESDAY 3rd MARCH 2020 AT 5.00PM AT WESTON ST MARY**

PART 1

Present: Mrs I Hooper (Chair of Committee), Mrs A Flack, Mrs E Adie, Mrs R Walker, Mr C Mackman, Mrs S Roberts, Mrs J Smith, Mrs R Neno, Mr G Atha
 Also present: Mrs K Davis (Minutes)
 Apologies: Mrs V Cook

Meeting started at 5.07pm

Governors too time to reflect

Agenda item	Issues	Agreed Action	Responsible
1. Apologies for absence		Mrs V Cook sent her apologies.	
2. Declaration of Interest		There were no declarations of interest in any items on the agenda.	
3. Minutes from the previous meeting dated 1 st October 2019 and matters arising	Mrs S Roberts arrived at 5.10pm	<i>Q. One pupil at Weston St Mary was hoping to start with Art Therapy, has this happened? (IH)</i> Mrs R Walker stated that this has started and the response it good. Whaplode minutes approved and signed as a true record by Mrs I Hooper.	
4. Charter Items – Termly:	PP1. Review Quality Assurance discussion records	Quality Assurance (QA) Discussion records for Whaplode, Mrs A Flack explained that the QA was very fair and useful. It was worthwhile for the LAAT contact to speak to the curriculum leads as they were able to discuss the progress that was being and had been made. This was good for Mrs A Flack and Mrs E Adie to experience. For Weston Mrs R Walker stated this was a revisit and the new report showed good progress. Mrs E Adie explained how Whaplode had just had their QA4 which was focused on Data but the data had not been issued yet.	
	PP2. SIAMS: Actions taken, governor monitoring and	WHA - Mrs E Adie mentioned that she had attended some SIAMS Training which was very useful and helpful in keeping the school updated with any	

updates to evaluation document	<p>changes. Whaplode are pushing the story of The Lost Sheep to ensure this is embedded within the school and pupils.</p> <p>Mrs A Flack explained how Rev G Atha comes into Whaplode to hold collective worship and also holds a lunchtime club weekly.</p> <p>WES – Mrs R Walker stated that they are addressing targets set by recent SIAMS inspection. They are working on making the class worship boxes to support developments in Christian Distinctiveness.</p> <p>Mrs I Hooper commented that the boxes would make it special for the children.</p> <p>Mrs R Walker expressed how Mrs A Flack was working with other schools to support them with SIAMS.</p> <p><i>Q. It would be good for a Governor to come in and monitor collective worship? (IH)</i></p> <p>Mrs A Flack expressed how WHA was preparing for Ofsted and SIAMS inspection anytime and it would be good to have a working party that could come in a monitor the collective worship at Whaplode.</p> <p>Mrs I Hooper regularly attends celebration worship on Friday but will attend others throughout the week.</p> <p>Mrs A Flack invited governors to come along and attend any collective worship at either schools.</p>	
PP3. Analysis of absence and persistent absence	<p>Whaplode</p> <p>Mrs E Adie talked governors through the absence data and explained that Whaplode are more positive position than this time last year. The school has had a bit of a hit since Christmas but these will improve. Mrs E Adie expressed the concerns that the Coronavirus may have affected attendance, but so far attendance is remaining good.</p> <p>Mrs R Neno commented that Whaplode had been very proactive with providing information regarding Coronavirus.</p> <p>Mrs A Flack explained that both schools were using good hygiene practices and ensuring children are aware and following all guidelines from the various agencies.</p> <p>Mrs R Walker presented the data for Weston explaining that their attendance was at 96.7% which is above national and their persistent absence is 97.16%.</p>	
PP4. Standards of teaching and pupil attainment and achievement	<p>Mrs A Flack explained that this can be seen in the QA documents for both schools. Mrs A Flack explained that in the QA4 for Whaplode the girls seem to be performing slightly less than the boys. Since the curriculum changes it is a lot more critical thinking but we have no real cause for concern and through staff appraisals we have asked teachers to be mindful of the girls and that they get the same opportunities as the boys. Possibly have interventions with just groups of girls.</p> <p>Mr C Mackman commented that the spectrum in today's society is to be gender fluid.</p>	

		Mrs I Hopper stated that this is something to look out for and monitor in the next QA.	
	PP5. Review of link governor visits related to P&P	<p>Mrs I Hooper mentioned Curriculum monitoring.</p> <p>Mrs C Mackman explained how a meeting had been held to discuss the requirements for monitoring in both schools and that an email had been sent.</p> <p>Mrs I Hooper in carrying out monitoring on 13th March for Safeguarding, SEND and SCR</p> <p>Mrs V Cook has carried out monitoring on health and safety across both schools and just needs to meet with senior team members to discuss final areas and then will send report.</p> <p>All governors reviewed connection books and RE books before meeting tonight.</p> <p>Mrs A Flack asked if someone would monitor the schools websites.</p> <p>Mrs C Mackman and Mrs J Smith volunteered.</p> <p>Mrs R Neno is going to come in and speak to Mrs S Rix about the school finances.</p> <p>Mrs A Flack expressed that after Easter the pupil progress will need to be monitored.</p> <p>Mr C Mackman and Mrs I Hooper will arrange a meeting with Mrs A Flack to review her progress and work.</p>	<p>Clerk to resend email to of monitoring plan.</p> <p>Clerk to send Website compliance checklist to C Mackman and J Smith.</p>
	PP6. Receive report on pupil welfare and wellbeing.	Mrs I Hooper feels that both schools perform very well on welfare and wellbeing.	
5. Charter Items – Spring Term:	PP9. Review and approve policies, to include (if due for renew): Medical Needs E-Safety Educational Visits RE Collective Worship	<p>WHA Medicine Policy and WES Administration of Medicine policy was approved by Rev G Atha and Mrs J Smith</p> <p>WHA and WES Acceptable use and E-Safety Policy was approved by Mrs R Neno and Mr C Mackman</p> <p>The Educational Visits policy is a LAAT policy and has had no amendments.</p> <p>The RE policy for both schools was approved in the FB&P meeting in January 2020.</p> <p>WHA and WES Collective Worship policy was approved by Mrs R Neno and Mrs I Hooper.</p>	
	PP10. Receive and review and updated/validated reports such as ASP, FFT, IDSR	IDSR's for both schools have not triggered any statements of concern around academic performance. The IDSR for Whaplode noted a concern around attendance for last year.	
	PP11. Pupil annual reports	Governors happy with both schools annual report templates.	

6. Spirituality Policy		All governors approved policy	
7. Uniform Policy		All governors approved policy	
8. Swimming Pool Policies		All governors approved policies	
9. Academy Discussion Report		<p>Weston Academy Discussion</p> <p>Mrs A Flack informed the governors that the Deputy CEO of LAAT visited Weston to introduce herself and held the Academy discussion at that same time. Mrs I Hooper and Mrs V Cook were present also.</p> <p>Mrs I Hooper expressed that it was very interesting to hear the discussion. Mrs R Walker commented on 19 of the report – Curriculum where the school has gone from Amber/red to Green/Amber and a double G in the schools Christian character section 37.</p> <p>Mrs I Hooper discussed with the governors that a succession plan regarding the Chair needs to be expressed and discussed. Although Mr C Mackman has no plans to step down governors feel that the board would rise to the challenge in the absence.</p> <p>Mr C Mackman expressed how strong the board is currently with two new enthusiastic governors and a very hands on vicar.</p> <p>The Deputy CEO was happy with comments made in the Academy discussion.</p>	
10. Safeguarding		<p>Mrs A Flack explained how there has been some updates to the Safeguarding in Schools Self-Assessment Audit including cybercrime, county lines and domestic abuse. DSLs have completed training for Operation Encompass and school staff are all aware of the new initiative. Mrs A Flack and Mrs Z Halden have completed a 2 day designated Safeguarding Lead training course. Mrs A Flack has completed Prevent update, Parental Mental Health and Domestic abuse training.</p> <p>Mrs E Adie has completed safer recruitment training.</p>	
11. Christian Distinctiveness		Covered in PP2	
12. AOB	Coronavirus	Covered in PP3	
13. Date and Time of next meeting		Wednesday 18 th March, S&O at 5:00pm at Whaplode	

The meeting closed at 6.15pm

Signed: _____ Chair of Committee Date: _____