
Public Virtual Minutes of the Local Governing Board of New City Primary School

Date: Thursday 18 March 2021

Time: 18:00

Venue: Virtual meeting

Present:	Caroline Stone	Headteacher
	Helen Matthews	Staff Governor
	Nicola Denton	Parent Governor
	Michelle Ali	Parent Governor
	Asha Choolhun	Co-opted Representative
	Annette Massey-Reed	Co-opted Representative
	Denise Newbould	Co-opted Representative
	Jackie Dillon	Co-opted Representative
	Stewart Baxter	Co-opted Representative
	Sophie Butterfield	Co-opted Representative
	Bharat Hirani	Co-opted Representative

In attendance:	Rubel Aloum	Deputy Headteacher
	Sam Dutch	Deputy Headteacher
	Mary Bull	Deputy Headteacher
	Eldon Chudley	The Education Space - Clerk

The meeting started at 18.00

Governors' questions and comments are highlighted in italics

101. Welcome / Introductions / Apologies for absence

101.1 Welcome

Governors and attendees were welcomed to the meeting.

101.2 Apologies

All present.

101.3 Quorum

Governors noted that the meeting was quorate.

102. Declaration of interests, pecuniary or otherwise in respect of items on the agenda

There were no declarations of interest reported.

103. Public minutes of the previous New City Local Governing Board meeting (enclosure b)

The minutes of the meeting held on 10th December 2020 were **AGREED** as an accurate record of the meeting subject to minor amendment.

104. Matters Arising and Action List

Min - 94.1 – Action 1 – Complete.

Min - 94.4 - Action 1 – Complete.

Min - 97 - Action 1 – Complete.

105. Constitution

Governors noted the appointment of Ms Sophie Butterfield as Co-opted Representative.

106. Any matters of note from the trust board and committees

No items were reported.

107. Main business

107.1 Headteacher's Report (Appendix B)

The meeting received and noted the 'Governing Board Headteacher Report 2021 – Spring Term and the documents included: details of the Context of the School, details of the LGB, Committee Membership, leadership and management, teaching staff September 2020, School Development Plan - 2020/21, Remote Learning Audit (2 February 2021), New City "Recovery Curriculum" Rationale Part 2, New City Wellbeing Report – February 2021, New City Safeguard Report – 4 January 2021 – 25 February 2021, School Improvement Partner Visit Report 2020/21 (appendix C) and Primary Inspection Data Summary report (appendix D).

The following was highlighted:

- Sophie Butterfield was **AGREED** as a link governor for Personal Health, Pupil Voice and Sex Education.
- There were 5 children who had an EHCP.
- CPD had continued through lockdown and 2 members of SLT had started their NPQSL and one middle leader had started. Subject Leader training had taken place through the Boleyn Trust. NQT training had continued through lockdown.
- During lockdown, the school had achieved the bronze award for Healthy Schools. All families had been contacted during lockdown and home visits had taken place where required. Some children were abroad. Some of the PSHE curriculum was being covered in school assemblies.
- The school had a "talk for write" focus for the term.
- Maintaining a whole school ethos of reading for pleasure continued to be developed to embed a culture of reading for pleasure.
- The phonics programme had been further developed to ensure that children made rapid progress.

How would children who returned from lockdown that did not need key skills supported be developed? All children would be monitored and challenged now they were back at school. The school catch up plans were being reviewed.

Had referrals to Social Care increased since children returned to school? There had been some referrals and there would probably be more. The Safeguarding Team met each Friday.

What data was being used at pupil progress meetings? Professional dialogues were being used to identify concerns in pupil progress meetings this term. Book monitoring had taken place and children would take part in a summative assessment in the second week of the summer term. Timetable changes had taken place to provide extra sessions for key skills. Assessment for Learning had been key this term.

How was the curriculum changed with remote learning, for example, science? Subject leaders created mini catch up plans which also happened with D and T. Art was able to be creative whilst children were at home. The school had an immediate long-term strategy that was being implanted.

Was it likely that children who were abroad would return? These children would return and the school had been in contact with the children.

- The meeting noted the remote learning: engagement and feedback and that for engagement there was 100% online, packs or in school. Parents did not need support but they were well supported by the school to do so.
- The meeting noted the New City "Recovery Curriculum" Rationale Part 2.
- The New City Wellbeing Report, February 2021 was noted. On return a verbal wellbeing survey had been carried out for younger children and an online survey for year 3-6.

- One to one counselling sessions were available for school staff if required and there was a Staff Wellbeing Board in the school staff room with access to information. Daily e-mails were sent from the Headteacher to communicate any relevant information and positive news.
- It was noted that the Trust were carrying out a MIND survey.

107.2 IDSR (Enclosure C) (Enclosure D)

The meeting noted the Gemini Consultancy – School Improvement Partner Visit Report 2020/21 following a visit of the 4 March 2021 (enclosure C).

The Primary Inspection Data Summary Report was noted (enclosure D).

107.3 Finance report (Enclosure E)

The meeting noted the Management report of the 25 February 2021.

It was noted that the Headteacher would be meeting with the CEO of the trust to discuss the finance.

108. Standing Items

108.1 To note any Governor visit and training undertaken since the last meeting

It was noted that Sophie Butterfield had attended induction training.

108.2 To approve or adopt any policies

The following policies were **AGREED**:

- Early Years and Foundations Policy
- Anti-Bullying Policy
- Smoke Free School Policy
- Accessibility Policy and Action Plan
- Equality Objectives

.108.3 Safeguarding/Single Central Record

The meeting noted the Safeguarding Report - 4 January 2021 to 25 February 2021 which was before the school returned from lockdown and would examine and track the data following the return of children.

It was noted that Asha Choolhun would visit the school in the summer term to check the single central record.

108.4 Trustee Business Update

There was no Trustee Business Update.

108.5 Finance Update

The finance update was provided within the report of the Headteacher (minute 107.3, 18 March 2020 refers).

109. Governor suggestions for future agenda discussions

No items were reported.

110. Any other urgent business

No items were reported.

111. Any matters to report to the Trust Board and Committees

ACTION:

1. Subject Leads to have Zoom catch up meeting with LGB governor links in the summer term.

112. Date time and venue of next meeting

112.1 Date of the next New City Standards Committee

The meeting would be held on Thursday 27 May 2021.

112.2 Date of the next Local Governing Board

The meeting would be held on Thursday 8 July 2021.

113. Agenda items for next meeting

- Standards Meeting – Reading Update. It was noted each Standards meeting would examine a different subject area.

There being no further business the meeting closed at 19.02pm.

Minute	Action	Owner	Date for completion by
111	1. Subject Leads to have Zoom catch up meeting with LGB governor links in the summer term.	Subject Leads	Summer term