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

**Date:** Thursday 3 February 2022

**Time:** 18.00

**Venue:** New City Primary School

**Present:**

Caroline Stone	Headteacher
Stewart Baxter	Co-opted Representative
Sophie Butterfield	Co-opted Representative
Asha Choolhun	Co-opted Representative (chair)
Jackie Dillon	Co-opted Representative (virtual attendance)
Denise Newbould	Co-opted Representative (virtual attendance)
Michelle Ali	Parent Governor
Liza Christofides	Parent Governor
Helen Matthews	Staff Governor

**In attendance:**

Rubel Aloum	Deputy Headteacher
Sam Dutch	Deputy Headteacher
Mary Bull	Deputy Headteacher
Eldon Chudley	Education Space - Clerk
Katy Burton	Teacher (part attendance)

The meeting commenced at 18.00

*Governors' questions and comments are highlighted in italics*

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### 1. Welcome / Introductions / Apologies for absence

#### 1.1 Welcome

The meeting varied the order of business and agenda number 5 was discussed after item 2.

Governors and attendees were welcomed to the meeting.

#### 1.2 Apologies

Apologies for absence were received and condoned for Bharat Hirani and Annette Massey-Reed.

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

There were no declarations of interest reported.

### 3. Main business – headteacher's report (enclosure b)

#### 3.1 Science presentation – Katy Burton

The meeting received a Science presentation and the following was noted:

- The vision for Science included:
  - Developing enquiring minds.
  - Having a basic understanding of the world.
  - The curriculum would be a spiral curriculum which would be structured and include teaching biology, chemistry and physics.
  - The curriculum would ensure that children would be prepared for the future.
- EYFS
  - Teaching and learning was focused and structured through teacher led

- KS1
  - The meeting observed an example of a workbook.
  - There was a key focus on observations and labelling of drawings.
- LKS2 and Upper KS2
  - The meeting noted that as the children were older, there was more complex vocabulary, more formal recording and use of graphs. Year 6 would use line graphs.

The meeting noted the learning opportunities in Science which had included access to a mobile zoo for EYFS.

The school had a “wonder dome” which would fit in the school hall and could be used for children in the school including Year 5, Reception and SEN. It was noted the school had a roof garden that could be used for science.

The meeting saw examples of children’s work and noted that extra-curricular science was provided for Year 5 and 6.

*Were science subjects taught separately?* Science at primary school was themed.  
*What would children study in physics?* Children would study energy as a part of physics at primary school.

The meeting thanked Katy Burton for her presentation, who left the meeting at 6.12pm.

### **3.2 Tutoring programme report**

The meeting noted the tutoring programme report (enclosure b).

It was noted that after-school tutoring was being provided across the school, reaching out to 110 children from Reception to Year 6. The tutoring programme would run for the Spring and Summer term.

The school-Led Tutoring Programme was a Government/DFE initiative targeted at closing the attainment gap caused by the Covid 19 pandemic.

The meeting was informed that there were 26 different groups with 110 children across the school. The groups had made a good start and children had been assessed at the start of the tutoring programme and would be re-assessed again in mid-February 2022.

It was noted that the school had used class teachers for the tutoring programme which was working well.

*How many families had taken up the offer of the tutoring programme?* 95% of families had taken up the offer. The children that had not taken up the tutoring offer had been identified and would be offered additional support in school. The tutoring programme was working well and the community was keen to support the additional tutoring provided which was a one-off opportunity.

*Would funds be available for tutoring to continue once Government funding ceased?* The school would look as to how to keep running the tutoring into the future as the tutoring programme had been very successful.

*How were the 26 tutoring groups progressing?* The groups were running well and planning was being kept simple and children were being targeted.

*Does the tutoring inform school planning?* The tutoring informed school planning and using teachers in the school allowed the better plugging of learning gaps for children in the school.

*How was the tutoring programme sold to families to gain uptake?* The community was aware this was a “one off” opportunity for children to attend and were supportive of the school.

### 3.3 Education for Change update

The meeting noted the Education for Change update and that the school had closed for half a day for teacher training and that Sophie Butterfield, Asha Choolhun and Denise Newbould had attended as governors.

The meeting was informed of the high quality of the training which addressed change, attitudes and behaviour.

The feedback from staff had been positive and it was noted that the training had been thought provoking and resources had been set up in the library for staff to use as resources to assist teaching. It was noted that Mary Bull was an ambassador for Education for Change in the school.

The headteacher from Park Primary School had visited the school and noted the positive work that the school was carrying out in relation to Education for Change.

**Action:** The Chair would inform the trust of the successful Education for Change training that had taken place at the school which could be shared with other schools on the Trust.

### 3.4 Equality Objectives Policy

The Equality Objectives Policy was **AGREED**.

### 3.5 Equality Information Analysis

It was noted that up to date information would be on the school web site.

### 3.6 New City SEND Information report

The meeting received and noted the SEND Information report.

The meeting noted the SEND Support Toolkit for New City.

It was noted that there were more children in the school with Early Health Care Plans.

### 3.7 PPG update

The meeting received and **AGREED** the statement details for the school's use of pupil premium (and recovery premium for the 2021 to 2022 academic year) funding to help improve the attainment of disadvantaged pupils.

*Could the pupil premium funds be used to fund the tutoring programme when these funds ceased?* The funds could be used for this purpose if required in the future.

*Does the DfE dictate how the pupil premium funds are used?* Whilst the DfE does not stipulate directly, the school has to show how the funds are being used. The school needs to be able to provide evidence as to how the funds are being used and uploaded to the school website.

*How was the impact of pupil premium assessed?* Data was provided to the local governing board and an end of year report concerning the use and assessment of pupil premium funding.

### 3.8 Teaching and learning policy

The Teaching and Learning Policy was **AGREED** subject to the headteacher re- adding a section on writing in the policy.

**Action:**

1. Headteacher would re-add a section on writing to the Teaching and Learning Policy.

### 3.9 Link governor visits

The meeting received and noted a link governor visit report dated the 14 November 2021 from Stewart Baxter who conducted a Humanities curriculum and teaching methods visit.

The meeting received and noted a link governor visit report dated the 16 November 2021 from Jackie Dillon who conducted a visit linked to strategy and school development plan to see

evidence that New City were maintaining exceptional provision across Maths and Mandarin as set out in the SDP 2021/22.

The meeting noted a verbal report from Liza Christofides who had conducted a Science link governor visit which was linked to the SDP and reported on the exceptional Science Lead in the school.

Jackie Dillon had carried out at Maths link governor visit (Mandarin would be carried out during the next link governor visit) and reported a positive visit.

Denise Newbould had visited carried out an Art visit and reported on how inspirational the artwork was in the school including the art themes in the school.

4. **Public minutes of the previous New City Leadership and Standards Committee (enclosure a)**  
The minutes of the meeting held on 14 October 2021 were **AGREED** as an accurate record of the meeting.
5. **Matters Arising and Action List**  
None reported.
6. **Governor suggestions for future agenda discussions**
  - 6.1 **Governors to raise any suggestions for future agenda items.**
    - Early Years Presentation - Curriculum changes (next meeting)
    - Humanities (summer term presentation)
7. **Any other urgent business**
  - 7.1 **Primary Inspection Data Summary Report**  
The meeting received and noted the Ofsted Primary Inspection Data Summary Report (release date – 12 November 2021).  
  
It was noted that all governors could take part in a future Ofsted Zoom interview when this took place if they wanted to participate in this.
  - 7.2 **Queens' Jubilee – 3 June 2022**  
It was **AGREED** that as the additional bank holiday of the 3 June 2022 was within the half term holiday that this additional day would be taken a holiday as the last day of the summer term 2022.
  - 7.3 **Staffing Update**  
The headteacher provided staff with an update on staffing within the school including a temporary computing lead in the school who had started in January 2022. It was noted that the headteacher had succession in place within the school.  
  
**Action:** Headteacher would provide the next meeting with a staffing update.
8. **Date time and venue of next meeting**  
*Spring Term*  
Thursday 17 March 2022 – local governing board.  
  
*Summer Term*  
Thursday 19 May 2022 – Standards and Leadership Committee  
Thursday 7 July 2022 – local governing board
9. **Agenda items for next meeting**
  - Early Years Presentation - Curriculum changes (next meeting)

There being no further business the meeting closed at 19.04pm.

<b>Minute</b>	<b>Action</b>	<b>Owner</b>	<b>Date for completion by</b>
3.3	The Chair would inform the Trust of the successful Education for Change that had taken place at the school which could be shared with other schools on the Trust.	Chair	Before the next meeting
3.8	Headteacher would re-add a section on writing to the Teaching and Learning Policy.	Headteacher	Before next meeting
7.3	Headteacher would provide the next meeting with a staffing update.	Headteacher	Next meeting