

CLARE COMMUNITY PRIMARY SCHOOL

Minutes of the meeting of the Local Governing Body of Clare Community Primary School held at the school at 3.30pm on Monday 14th July 2025

Present: Stella Byrne – **SB** (Chair) Joey Kettle - **JK**
 Jenni Carter – **JC** Alison Robinson - **AR**
 Rob Davies - **RD** Lorna Stranger - **LS** (Head)

In attendance: Abbi Thorpe (Governance Professional) via Teams recording

1	<u>WELCOME AND APOLOGIES FOR ABSENCE</u>	
1.1	There were apologies for absence from Christine Kennedy, Georgina Dennett and Shelley Thurgood. Apologies for lateness was received from Joey Kettle. Samantha Tompkins were not present.	
1.2	Governors consented to these absences.	
2	<u>PECUNIARY AND OTHER INTERESTS</u>	
2.1	No declarations of pecuniary or other interests regarding items on the agenda were made.	
3	<u>CHAIR'S ACTION/UPDATE</u>	
3.1	There had been no Chair's actions.	
3.2	There were no Chair's updates.	
4	<u>MINUTES</u>	
4.1	The minutes of the LGB meeting held on 12 th May 2025 circulated on GovernorHub, were agreed , and would be signed.	
4.2	There were no matters arising.	
5	<u>LOCAL GOVERNING BODY MEMBERSHIP AND ORGANISATION</u>	
5.1 & 5.2	There were currently 9 Governors as Sam Tompkins had resigned. It was agreed that LS would contact Jon Craig and Rachel Kelly to see if any teachers from SVCS would be interested in becoming a Governor.	LS
6	<u>EDUCATIONAL PERFORMANCE</u>	
6.1	LS gave a verbal report. She reported: <ul style="list-style-type: none"> • EYFS 77% of Good Level of Development which would be above National. 	

- Phonics Yr 1 82% There were 6 children in Year 2 who had repeated the test, but none of them had passed the screening. The children all had high levels of need. LS would contact another Primary Head in the Trust, who had achieved a 95% pass rate, to seek advice on support strategies.
- Year 4 Times table check was at an average of 19 which was the National average. Pupils would be targeted if they had not scored in the 20's.

RD reported on the Year 6 results:

- The results were in line with the predictions. This was a different cohort from last year
- Grammar, Punctuation and Spelling was 63% EXS+ (Expected), 9% Greater Depth (GD)
- Reading 78% EXS+, 28% GD
- Maths 59% EXS+, 9% GD
- Writing 56% EXS+, 3% GD
- Combined 50% EXS+

SB asked why there was a gap between the reading results and the other tests?

LS reported that there had been a lot of work with reading over the last few years. The current Maths scheme did not have enough practical activities for the younger year groups. and this had been discussed with the Ofsted inspector. RD agreed and stated that there would be a focus on timetables, fluency, recall and number bonds. He also ran a Maths Club after school and that had made an impact on the results.

AR asked whether the children in the Maths Club were the ones that just needed a small push to pass or were they pupils who required a much higher level of intervention?

RD reported that he had run two different sessions over two half terms which had covered both groups and had been supported by Sam Tompkins, a Maths Teacher from SVCS.

- Year 5 pupils had taken mock SAT papers to assess their levels, and the gaps would be targeted.
- There would be sessions with staff to adapt the White Rose scheme and add more practical activities for the younger year groups.

SB asked about the target in the School Development Plan (SDP) to improve the levels of greater development.

LS confirmed that it would continue to be a target for the next academic year.

JC stated that due to the small class sizes just one or two children could bring the overall percentages down.

JC asked whether there was support from the Trust, based on the results?

LS confirmed that support was offered to the teachers.

- The Year 5 class had a number of children with dyslexia and neurodiverse needs and there was a requirement for scribes for the tests.

SB asked whether you could stagger the administration of the tests if you did not have enough scribes?

LS confirmed it was possible, if needed, and the use of scribes would be introduced in September.

- Attendance was reviewed by the Trust, and they were positive about the strategies in place, particularly with Emotionally Based School Avoidance (EBSA) pupils.

	<p><u>SB asked whether the review had found areas that were not being covered?</u> LS confirmed that everything was being covered. The Trust used Attendance contracts, but she felt that a better approach for Parents at this school should be an Attendance support plan which would formalise conversations with Parents.</p> <p><u>SB asked whether holidays requests were a problem?</u> LS confirmed the focus was on Pupil Premium and SEND attendance.</p> <p><u>JC reported on recent training she had attended which covered a new report that was available from the DfE that compared similar schools in terms of demographics etc.</u></p> <ul style="list-style-type: none"> • There would be 29 pupils in Reception in September. • The number of pupils with an EHCP would increase next year. • Attendance was stable with 2 pupils on part time timetables. • The school had been re-awarded a Gold Sports Award. Next year the focus would be on the Health, Wellbeing and fitness of the pupils. <p><u>SB asked about the implementation of the Positive Regard programme in the school?</u> LS said it was going well but would be a challenge next year, due to the lower numbers of TAs. The Nurture room would be renamed 'The Orchard' due to the decrease in the TA hours.</p>	
6.2	<p>LS explained there would be a change to the SDP, with a 2 – 3 year plan. The focus would be on Year 1 for Governors, with a one-page summary report.</p> <p>SB confirmed that the impact of the reduction in TAs would be discussed at the next meeting.</p>	
7	<u>SAFEGUARDING, WELLBEING AND HEALTH & SAFETY</u>	
7.1	<p>LS had completed the S175/157 Safeguarding review but had not yet received a copy of the responses.</p> <p>JC confirmed that several schools had reported the same issue.</p> <p>LS would circulate information on GovernorHub about Governors' responsibilities for Children in Care</p>	LS
7.2	<p>The school would be migrating over the summer holidays, from CPOMS to MyConcern, the Safeguarding software of ALT.</p> <p>There was a need to recruit another DSL as Luba Brown was leaving. LS was considering who could be able to take on that role.</p> <p>SB was concerned that LS was supported as a DSL as the workload within the role had increased considerably.</p> <p><i>JK arrived at the meeting.</i></p>	
8	<u>REPORTS FROM THE TRUST BOARD</u>	
	The latest report had been uploaded to GovernorHub.	
9	<u>REPORTS FROM GOVERNORS' MONITORING</u>	
	A SATS monitoring visit report had been uploaded to GovernorHub.	

	<p>JC gave a brief report on her visit. She viewed the administration of the tests and was pleased to see the care that the Staff had for the wellbeing of pupils. She spoke to pupils who all reported a positive experience.</p> <p>LS commented that there were about 12 volunteers who helped pupils with reading, and they may be willing to act as scribes and assist with maths interventions.</p>	
10	<u>GOVERNOR TRAINING AND DEVELOPMENT</u>	
11.1 & 11.2	JC had attended a training session webinar on Attendance led by the DfE and AR had attended training on SEND and Pupil Premium.	
12	<u>REFLECTION ON THE MEETING</u>	
	Governors thanked the Headteacher for all the information and felt that it had been a good year for the school.	
13	<u>ANY OTHER URGENT BUSINESS</u>	
	<p>JK introduced a suggested PE kit and Sports kit.</p> <p>Governors agreed to the proposal of white PE shirts and branded Sports kit. It was suggested that fundraising could take place for the Sports kits, which would be used when attending competitions and matches. It would be phased in over the next year. Governors felt that the re-award of the Gold Sports Mark could be used as part of the marketing campaign for fundraising.</p> <p>Governors thanked Abbi Thorpe for all her support and work as the Clerk.</p>	
14	<u>DATE OF FUTURE MEETINGS</u>	
	<p>The date of the next meeting was confirmed as at Monday 6th October 3.30pm at the school.</p> <p>Dates of future meetings were agreed as:</p> <p>Monday 1st December 2025 Monday 2nd February 2026 Monday 23 March 2026 Monday 18th May 2026 Monday 13th July 2026</p>	

The meeting closed at 4.35pm.

Signed

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Date

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ACTION LOG

<i>Agenda Item</i>	<i>Action</i>	<i>By Whom</i>	<i>By When</i>
5.2	Contact SVCS re Governors	LS	Next meeting
7.1	Circulate information to Governors about Children in Care responsibilities	LS	Next meeting