

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 31st March 2025

Present:	Stella Byrne – SB (Chair) Jenni Carter – JC Georgina Dennett - GD Christine Kennedy - CK	Joey Kettle - JK Alison Robinson - AR Lorna Stranger - LS (Head)
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In attendance: Mel McIvor - **MM**
Abbi Thorpe (Governance Professional)

1	<u>WELCOME AND APOLOGIES FOR ABSENCE</u>	
1.1	Apologies for absence were received from Samantha Tompkins and Shelley Thurgood.	
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	The Chair had approved the Safeguarding Policy as a Chair's action. Governors formally approved the policy in 8.1.	
3.2	The Chair confirmed that the ALT induction was scheduled for Tuesday, 1 st April at SVCS at 4pm. Governors were reminded to use their new Anglian Learning emails. Support was available from the IT team.	
4	<u>MINUTES</u>	
4.1	The minutes of the LGB meeting held on 10 th February 2025 circulated on GovernorHub, were agreed , and signed.	
4.2	All actions from the previous meeting had been completed. Sam Bareham was thanked for his support as the Staff Governor.	
5	<u>LOCAL GOVERNING BODY MEMBERSHIP AND ORGANISATION</u>	
5.1	There were no changes to membership of the LGB.	
5.2	Rob Davies had been elected as the Staff Governor.	
6	<u>EDUCATIONAL PERFORMANCE</u>	
6.1	The Headteacher's Report and School Development Plan (Spring review) had been circulated on GovernorHub.	

LS invited questions on the report.

JC asked why the SEND figures for the school were above National figures?

LS stated that pupils were identified promptly, the School was gaining a reputation for providing good support and the cohorts had changed in recent years, especially Reception and Year 1.

SB asked whether the parents of the 2 pupils on part-time timetables were happy with the arrangements?

LS confirmed they were supportive.

LS reported that Luba Brown would be leaving at the end of the academic year and would work remotely over the summer term. She would be completing the transition activities and would deal with all the EHCP referrals and administration.

SB asked for more information on the attendance figures.

LS reported that there were a small number of children with very low attendance which had a significant impact on the overall figures.

CK asked whether there had been an increase in the number of holiday absences?

LS confirmed that there had been an increase. The ALT Attendance Officer was confident that the School was robust in their response.

JK highlighted a free resource for School Science trips with Cambridge Launchpad.

SB asked why there were more suspensions for pupils in the lower age groups?

LS reported this was linked to unregulated behaviour which improved as pupils progressed through the school.

SB asked how the behaviour issues were impacting on Staff wellbeing?

LS confirmed that Staff were supported to manage behaviour, and she ensured that they were able to talk to her if they had any concerns.

CK asked how the unregulated behaviour impacted on the other pupils?

LS reported that it had a low impact on pupils in Reception and Year 1 and had improved in Year 2.

MM gave Governors a brief introduction to 'Positive Regard.'

JC asked whether it had started in the School?

MM confirmed it had, and the different strategies were having an impact.

CK asked whether it would be introduced to Parents?

MM confirmed there would be a session for Parents.

CK asked whether Parents informed the School if there had been problems at home?

MM stated that most Parents were happy to share information.

LS stated that the number of incidents that she was being called to attend had decreased as Staff became more confident using the Positive Regard techniques.

JC asked whether there was more financial support for pupils with an EHCP?

LS stated that funding was not linked to EHCP as it was a legal document to protect the pupil's right to education and to assist with a specialist setting placement.

	<p>JC asked whether there was data from the Assessment week? LS reported that Year 6 had not completed their assessments so the data would be available at the next meeting. Provisional data from other year groups indicated that Maths, Writing and Spelling would be targeted.</p> <p><u>SB asked whether the curriculum would change now that the School had joined a new Trust?</u> LS confirmed that there would be no changes to the current curriculum.</p> <p><u>JC asked whether the Trust would support Writing?</u> LS confirmed that there was support and training available.</p>	
6.2	<p>The following areas of responsibilities were agreed:</p> <p>Safeguarding - SB PE & Sports Premium – JK Staff and Pupil Wellbeing – CK Spelling and GPS - GD Data, Achievement and Attendance – JC EYFS and PP – AR Maths – STo SEND - STh</p>	
7	<u>SAFEGUARDING, WELLBEING AND HEALTH & SAFETY</u>	
7.1	<p>Staff Wellbeing was good. Staff were being upskilled with training on Positive Regard and were pleased to have had the Ofsted inspection completed this term. The transition into the new Trust had a small impact on the Class teachers although LS had been busy with the new systems. The IT and Site teams had been very helpful and proactive.</p>	
7.2	<p>Safeguarding had been covered in the Headteacher's report. Governors would still monitor the SCR.</p>	
8	<u>COMPLIANCE</u>	
	Governors formally approved Safeguarding Policy	
9	<u>REPORTS FROM THE TRUST BOARD</u>	
	There were no reports from the Trust Board.	
10	<u>REPORTS FROM GOVERNORS' MONITORING</u>	
	None.	
11	<u>GOVERNOR TRAINING AND DEVELOPMENT</u>	
11.1 & 11.2	<p>The Training log had been circulated on GovernorHub. JC and SB had completed Safer Recruitment training. AR had completed EYFS and PP training. Training was available from the National College.</p>	
12	<u>REFLECTION ON THE MEETING</u>	

	Governors thanked LS for providing detailed information per year group in the Headteacher's report and for all her hard work with the transfer to the new Trust. MM was thanked for the information about Positive Regard.	
13	<u>ANY OTHER URGENT BUSINESS</u>	
	None.	
14	<u>DATE OF FUTURE MEETINGS</u>	
	The date of the next meeting was confirmed as 12th May 2025 at 3.30pm. The dates of future meetings were as follows: 7th July 2025	

The meeting closed at 4.29pm.

Signed

Date
