

LINTON HEIGHTS JUNIOR SCHOOL

LOCAL GOVERNING BODY Meeting minutes

9th May - 6.00pm.



Governors present:

Gill Powell (GP)
James Puxley (Headteacher) (JP)
Daniel Morrish (DM)
Caroline Webb (CW)
Benj Marriage (BM)
Brian Harrison (BH)
Ed Symons (ES)

Others present:

Isobel Howden (Clerk) (IH)

1. APOLOGIES FOR ABSENCE

Apologies had been received from Sarah Rosewell (SR), Julia Calver (JC) and Matt McLoughlin (MM).

2. DECLARATIONS OF INTEREST.

There were no declarations of interest other than those already entered in the school's register.

3. MINUTES

The minutes of the FGB held on 13th March 2024 were agreed and signed by the Chair as an accurate record.

4. MATTERS ARISING

Action Points from Meeting of 13/03/2024	Minute refers	Responsible	Completed
1. Wellbeing & attendance to be added as an agenda item to the May LGB.	4	JP/IH	Retain as action point. To be added to the July LGB agenda.
2. Governors to provide a photo to the school office for inclusion on the school website.	4	CW	Outstanding photos to be provided as soon as possible.

Action

IH/JP

MM/GC

3. Governors to check in with their staff link for an informal wellbeing catch up. Full curriculum visits to be arranged in the Summer term.	4	ALL	All Governors to check in with staff and curriculum links prior to July LGB. Chair/Headteacher to send reminder email.
4. Chair to look at any gaps arising in Link Governors following recent resignations /appointments on the LGB.	4	GP	✓ Currently all covered, will be updated in September housekeeping LGB.
5. SEND attendance levels to be added to HT report.	9	JP	✓ New report circulated, detailing improved attendance figures year on year.

5. SCHOOL DEVELOPMENT PLAN

CW highlighted to Governors the March and April sections of the plan which had been updated since the last LGB. She explained that some of the action points had been superseded by events which had happened in the year and as a result were not now relevant, and some of the action points which had not been progressed in the current academic year would now form part of the plan for the next academic year.

The Reciprocal Reading assessments run by the Fisher Family Trust had been received well by the groups taking part. Results of the assessments, alongside a comparison against other schools taking part, would be available later in the year and would undoubtedly form part of the next years' school development plan.

CW added how the process of external assessment had been appreciated by the TA's involved and had added to the value of their CPD.

Some areas of action not actioned in the year due to staffing changes would be readdressed in the next academic year.

The Headteacher commented that the plan for the next year would be pared down and more focussed.

Governors asked whether the paring down of the plan would lead to fewer key priorities being addressed.

The Headteacher answered that by simplifying the plan, the capacity of the teaching team would not be overburdened, and a narrow focus would hopefully lead to a quality of actions recorded and ultimately delivered on.

He added that there had been great achievements this academic year, with an improved curriculum offering, and this would lead to an enhanced achievable plan going forwards.

The plan would focus on changes required rather than everything that was being planned throughout the school. Previous overly complex plans were not an OFSTED requirement, and a more realistic, concise and achievable plan would prove to be much more user friendly.

6. LHJS PARENT SURVEY

The Headteacher presented the results from the recent parent survey.

76 responses had been received.

Overall, LHJS was performing very well from the parents' perspective.

94% of students liked being at the school and 99% of parents were happy with the support their child received at the school.

There were near perfect scores for supporting pupils' wider development and for student safety, behaviour and pupil pride.

Parents were more than happy with communications sent out from the school, and appreciated the wide variety of after school clubs available. Answers to questions covering SEND provision and bullying were more difficult to quantify as the majority of replies had been 'not applicable'. To conclude, the Headteacher was happy to report that 100% of parents who completed the survey would recommend LHJS to other parents.

7. **PEOPLE BLUEPRINT**

The Headteacher presented the Anglian Learning (AL) People Blueprint. He explained the performance categorisations specified by AL which had been allocated to each area of assessment by the LHJS SLT.

Responses to this blueprint would feed into the academy improvement visits. Rachael Johnston and James Woodcock (AL Central Leadership Team) had recently visited the school to discuss CPD for the teaching team.

The Headteacher highlighted the lower rating the school's team had allocated to the area of professional growth. He advised Governors that with the tight financial constraints experienced by the school this year, it had been difficult to provide funding for teachers wishing to complete any external or indeed additional CPD. Although the problem was particularly pronounced this year, it was a perennial problem faced by the school.

Governors questioned what actions would be taken by AL as a result of responses to this blueprint.

The Headteacher answered that actions resulting from responses had not been confirmed by AL, and the blueprints were providing an overarching Trust identity to all members.

8. **FINANCE UPDATE**

The Headteacher presented the period 7 results. He noted that although there still appeared to be a forecasted profit for the year of £6k this would change once periods 7 and onwards were recorded.

He highlighted the increased cleaning costs which were currently £6k over budget. This was as a result of a trust-wide cleaning contract being implemented.

Governors asked whether the Trust received a financial reimbursement centrally for such contracts that should be allocated to all schools carrying the higher cost base.

Headteacher to clarify with AL if a strategy exists to reallocate discounts received on central contracts.

He added that the increase in Other Income was as a result of payment for the Ofsted inspections that he had completed; there was still government tutor funding to be allocated against staff costs; and trading income would increase once the Linton Out of School Club (LOSC) relocated to the school.

9. **H&S REPORT**

The Headteacher presented the report detailing jobs which had been completed and those still in progress.

He clarified that the school buildings were safe & secure, and that there were no premises issues.

He added that there would be a parent working party on Saturday 8th June to tackle some of the outstanding level 3 jobs, and that AL were currently recruiting for a new Facilities Manager to replace Ed Beswick.

10. **GOVERNOR VISITS**

The Chair had been notified that the Governor subject link visit for English would be taking place before the May half term.

The Chair reiterated the importance of the Governor subject link meetings and also the staff welfare checks.
She clarified that the meetings and check ins should take place for all members of staff in May/June.

11. SWIM SCHEME AGREEMENT

CW presented the current LHJS swim scheme agreement. It was planned to open the pool to students after the May half term.

The operating procedure had been modified to encompass the emergency action plan. Although there was not a phone currently on site at the pool, this would be rectified by the May half term. There was now also the ability for a teacher to take a mobile phone to the pool area for emergency use as wi-fi was available via the Art Room.

Governors asked for clarification on access arrangements for pupils with mobility issues.

CW answered that individual plans were in place for all children with any issues which may affect their use of the pool.

Update procedure document to reference pupil access/use of pool arrangements covered by individual plans.

CW

12. AOB

The Headteacher apologised for the change of day/date of this LGB due to his Ofsted obligations.

He advised that SATs results would not be available in time for the next LGB, but the budget would be a key agenda item.

13. DATE OF NEXT MEETING

Wed 3rd July 2024

There being no further business, the meeting closed at 19.05.

Signed as an accurate recordDate