





TEAMS Minutes of the meeting of the Local Governing Body of Ditton Lodge Primary School held via Virtual Meeting arrangements (as permitted under Article 126 of the Articles of Association) and face to face on Tuesday 5<sup>th</sup> July 2022, 18:00 hours.

Present: Dr C Scarpini CS

Ms Kath Caley **KC** Mrs Amy Bugg **ABu** 

Dr Anna Hardiman-McCartney AHM

Miss Kim Bramley KB

In attendance: Mrs Sheena Datson (Clerk) SD

Mrs Amanda Banks **AB**Mrs Melanie Moore **MM**Mrs Wendy McLaughlin **WM**Mr Simon Coulthard **SC** 

	SECTION A:	STANDARD BUSINESS					
A1	Welcome:	Welcome:					
	CS welcomed everyone to the meeting.						
A2		or Absence accepted – ABe, LK					
	No message	from <b>JG</b>					
А3	Pecuniary and Other Interests						
	None						
A4	Focus for th	us for the meeting – Data see B2.					
A5	Minutes						
	re agreed.						
	Outstanding Actions: None.						
	Matters Arising: None.  SECTION B: SCHOOL IMPROVEMENT						
B1	Headteachers Report – full report on Gov Hub Attendance						
	Whole scho	nce ytd 3.81%; Unauthorised absence ytd 0.82%;					
	Persistent absence ytd 7.69%.						
	<u>Monitoring</u>						
	06 06 22	Y1 and Y2 phonics screening checks. Y4 MTC.	VK – Science subject lead monitoring time including book study with governors.				
	13 06 22		Behaviour learning walk. CB - Computing subject lead monitoring time.				
	20 06 22		Review SDP. ZL – pupil book study for maths				
			including governors.				
	27 06 22		SLT to begin updating SDP. CD – RE subject lead				
			monitoring time (pupil book study).				
	04 07 22	Reading age assessment.	KA – English subject lead monitoring time.				
	11 07 22	Spelling tracker assessment.					

Positive feedback received from governors who attended book study.

# **Pupil Voice Questionnaire**

We conducted a questionnaire in the summer term. We were delighted to see a positive shift in all year groups in all areas. Green shows an increase since spring, red shows a decrease and yellow no real change. See Folder Summer Pupil Questionnaires in Governor Hub.

# **School Development Plan (SDP)**

See Ditton Lodge Primary School SDP 2021-2022 in Governor Hub

## Data - see B2

See Data Report for Governors in Governor Hub for a comprehensive analysis of year R to year 5 data including all external assessments.

Year 6 data will be in a separate document as is only published on 5<sup>th</sup> July.

# **Transition**

# Reception

• Thursday 23<sup>rd</sup> June New Intake Parents information evening





- Stay and play parent and child sessions
  - Teddy Bears picnic for new intake pupils and one parent/carer per session with Reception team.
- In person home visits
- Google Classroom presence during the holidays
- Move up morning Monday 11<sup>th</sup> July for all Reception pupils
- Thursday 1<sup>st</sup> and Friday 2<sup>nd</sup> September Reception team will call each family (especially any who have been identified as anxious during home visits) to say they are looking forward to seeing them on Monday 5<sup>th</sup>.

### Year 1-5

- Timetable of TA handover/shadowing/time with pupils for any child with EHCP or identified as vulnerable
- Meetings with parents of pupils with EHCP to discuss support for next year and meet with new staff
- Last four weeks of term: Class swap on Tuesday afternoons so CB is with next year's Year 3 and ZL is with next year's Year 1
- Move up morning Monday 11<sup>th</sup> July
- Transition meetings with SLT and both year groups
- Transition notes from teachers and TAs to new class staff

#### Year 6

- Transition meetings with Miss Kavanagh and new schools
- Visits from some secondary schools to pupils
- Move up transition days
- Transition activities
- PSHE lessons with transition focus
- Visit from Newmarket and District Youth for Christ run a session on Transition and wellbeing

### Safeguarding

**Annual Cambridgeshire Safeguarding Monitoring Report for Governors 2021-2022** has been completed by MM and can be found on Governor Hub outlining our commitment to Safeguarding as a school.

- Meetings have been held with identified families over the last half term and school are aware of family priorities
  and what actions we need to take to support our named families. CPOMs is used daily to share information or
  record concerns, serious concerns are reported verbally immediately.
- We have had one family move house and move away to a new school. To aid this and/or any other transfer, we have held meetings between DSLs at both schools with clear communication and transfer of paperwork.
- SD and myself attended Premises Health and Safety training run by Vertas.
- MM attended Cambridgeshire Domestic Abuse Lead training.
- MM attended Prevent Lead training run by Bedfordshire and Cambridgeshire Police.

## Vulnerable families continue to be supported though:

- Liaison with professionals: Family workers working with specific families, Social Care and other agencies.
- Provision of vouchers for any pupil who is self-isolating who in receipt of benefit related free school meals.
- School holiday vouchers for pupils in receipt of free school meals.
- Make Lunch meal support during school holidays
- Regular communication with families: regular letters from the headteacher, regular communication from class teacher, welfare calls to any vulnerable family, regular updates on Google Classroom from class teachers and regular Tweets

# Wellbeing

## **Pupil wellbeing**

- Therapeutic play therapy for identified pupils
- TA support for any identified pupil
- Daily Management Plans with timetabled sensory breaks for specific pupils
- Wellbeing activities
- Embedding of Relationships and Behaviour policy for a consistent approach
- Individual predict and plan for identified pupils
- Forest school for identified yr3 and yr4 pupils
- ELSA support for specific pupils
- Personalised transition for specific pupils

## Staff wellbeing

- Support from OM Health and wellbeing for staff including 1:1 sessions for staff
- End of year get together
- Employee assistance programme: Life Works
- SAS wellbeing: App, phone support and counselling
- Weekly Staff meeting
- Weekly Staff briefing
- Staff recognition from SLT: Ditton's Diamonds





• Small treats delivered to pigeon holes or in staff room

## Family wellbeing

- Updated information for parents from Emotional Health and Wellbeing Service
- Bereavement support from ELSA
- Access to Cambridgeshire Family Worker
- Specific targeted support from family worker through Early Help Assessment referrals

## Fire Evacuation Drill scheduled for Monday 11<sup>th</sup> July 2022

## **Prejudice related incidents** since last FGB meeting:

1 use of prejudicial homophobic language; 2 uses of prejudicial racist language. Incidents fully resolved.

#### B2 End of Year Data

## Context

- Assessments were undertaken at the same time as the May SATs for Year 6.
- A small moderation sample was taken to understand teacher assessment practices. This will be included in the SDP next year to ensure consistency of approach. Feedback has been given to teachers around the moderation findings.
- Moderation will take place during the assessments next term, rather than retrospectively.
- The children are now studying CUSP Reading alongside CUSP Writing and so far, it is being received positively by children and staff. It has a high level of challenge but this sits comfortably with our ambitions.
- Year 2 results were lower than our usual expectations. This may be the impact of lockdown on our younger children (see also Year 1 phonics results; lower than usual). There has also been a movement of staff next year to freshen up teaching in Year 2.
- Year 4 will also have a change in staff next year and results will hopefully be more consistent.
- Year 6 results are due to arrive on 5<sup>th</sup> July.

#### Reception

71.4% of pupils achieved GLD at the end of the year. This excludes a pupil who joined us in June who has not achieved GLD.

This is a fair reflection of the cohort ad a testament to the hard work of the Reception team. The class came into school at a much lower place than previous cohorts and with a weaker behaviour for learning attitude due to missed time in their preschool settings.

## Year 1

# Phonics - Spring and Summer 2022

- Percentage of children achieving 32+ = 80%.
- Last year's final percentage of children who passed was 89.66%
- There are 3 children who are working below, one with an EHCP and one going through the EHCP process, hence the lower percentage compared to last year

# Reading, writing, maths Summer 2022 see graphs on Gov Hub

- Maths will need to be a priority for this year group next year. It may be that it is a case of test technique and reasoning development.
- To support this, we have introduced Mastering Numeracy Intervention 15 minutes each day to increase knowledge of calculation and subitising.
- Writing at Greater Depth will need to be priority in year 2.

## Year 2

### **Phonics**

96.7% of Year 2 pupils (29/30) have passed the Phonics Screening Check in year 2

The one child working below will have targeted intervention in KS2 to support their progress.

## Reading - Spring and Summer 2022 see graphs on Gov Hub

## **Key Points**

- The children's final outcomes, after the SATs assessments and teacher assessments, showed a dip from the Spring Term.
- This has been addressed through a change in staffing for September.
- Boys and girls were roughly the same in terms of expected levels.
- PP and EAL look positive.
- SEN is an area which continues to need addressing.

# Writing - Spring and Summer 2022 see graphs on Gov Hub

## **Key Points**

- A rigorous moderation process took place with regards the writing.
- There were no greater depth children, but outcomes for expected children were much stronger than they had looked at the beginning of 2022.

# SPaG - Summer 2022, Maths - Spring and Summer 2022 see graphs on Gov Hub

## **Key Points**





- Again, children achieved lower than we would have liked at Expected levels. (see above comments for reading and writing)
- Boys are outperforming girls at Expected levels but the split is equal at Greater Depth.
- The split amongst groups was similar for PP, EAL and SEN children.

### **Combined Key Points**

- The outcome for combined is much more positive this term, due to the hard work put into writing.
- The previous outcomes for combined (2019) was 79% at Expected and 17.9% at Greater Depth
- Writing will need to be a priority for next year especially GDS writing
- The will need to be specific targeted pupils who are currently intervention to move to expected during year 3. This will be addressed at Pupil Progress Meetings.

### Year 3

### Reading - Spring and Summer 2022 see graphs in Gov Hub

#### **Key Points**

- The reading journey for Year 3 has been positive this year. They have shown an increase in 'Expected' in both terms.
- Great Depth remains steady and slightly lower than Trust average. Now that Expected levels have improved, the next step is for Great Depth to follow. This will be supported by a consistent teaching team from year 3 to 4 to allow the class to 'hit the ground running'.
- Pupil Premium and EAL children are both performing well.
- Boys are doing slightly better than girls.

## Writing - Spring and Summer 2022 see graphs in Gov Hub

#### **Key Points**

- There has been no he change in the writing results in Year Three. Levels remain steady.
- It is to be hoped that now reading is stronger, writing will begin to show progress.
- SPaG results show that the basics are becoming more secure.
- EAL are weaker at writing than reading.
- PP results are good.
- Girls are again being outperformed by boys.

# SPaG – Summer 2022, Maths – Spring and Summer 2022 see graphs on Gov Hub

# **Key Points**

- Maths Expected has shown a huge leap and is well above the Trust average.
- Greater Depth is below Trust average but has again, shown improvement. This will be a priority in year 4.
- Girls are performing better than boys at expected level. They are equal at Greater Depth.
- PP and EAL are both performing well.

# Year Four

## Multiplication Table Check (MTC)

(There is no pass mark for the MTC)

	25/25	>24/25	>20/25	>13/25
All	60%	80%	96%	100%
Boys	64.7%	82.4%	94.1%	100%
Girls	50%	75%	100%	100%
PP	75%	75%	100%	100%
SEN	42.9%	57.1%	85.7%	100%
EAL	75%	100%	100%	100%

These extremely strong scores show the security year 4 have in their times tables which will support them in the arithmetic in upper KS2 maths.

# Reading – Spring and Summer 2022 see graphs on Gov Hub

## **Key Points**

- Expected and Greater Depth both took a dip this term.
- We feel that this term's results are a more accurate reflection of the ability of the children. The assessments were carried out by a different member of staff and guidelines were more closely followed.
- Girls are outperforming boys, especially at Greater Depth.
- EAL and PP are generally holding their own.
- SEN is a more challenging picture. There are a number of children currently in Year Four who require targeted and personalised support.

# Writing – Spring and Summer 2022 see graphs on Gov Hub

# **Key Points**

- Whilst writing is above the Trust average, we would like to see stronger writing results moving forward in Year 5.
- Boys are weaker than girls at expected level. There are some reluctant writers among the boys in Year Four.





- SEN children will need to have very specific targets on next term's pupil passport documents.
- SPaG results also clearly show a boy/girl divide, this is due to SEND being weighted towards boys in the cohort.

## SpaG - Summer 2022, Maths - Spring and Summer 2022 see graphs on Gov Hub

## **Key Points**

- The Maths results seem to show a more optimistic picture.
- The class are stronger at Maths generally speaking, especially EAL, SEN and PP children. This may be because Maths is a more 'black and white' subject. It may also be the level of support children were given during their assessments.

## Year 5

#### Reading – Spring and Summer 2022 see graphs on Gov Hub

#### **Key Points**

- Year Five have made steady progress across the year in Reading.
- Girls are outperforming boys at expected level and at Greater Depth. All the children in Year Five with pupil passports are boys.
- Half of PP, EAL and SEN children are achieving expected level.
- There is some overlap between EAL and SEN children.

#### Writing – Spring and Summer 2022 see graphs on Gov Hub

#### **Key Points**

- Year Five have managed to stop the downward trend in writing for expected level.
- Again, girls are outperforming boys, especially at Greater Depth.
- PP, SEN and EAL are a straight split between expected and working towards levels.
- SPaG shows that writing skills are developing and should soon make an impact on overall writing results.

## SPaG – Summer 2022, Maths – Spring and Summer 2022 see graphs on Gov Hub

#### **Key Points**

- Year Five are looking extremely strong in Maths.
- The gap between girls and boys is narrowing.
- PP children are doing well in Maths.
- SEN and EAL looks similar to reading and writing.

# Next Steps

Writing will need to be a priority next year to ensure that combined score is as positive as maths and reading scores.

- **B3** Pupil Voice Questionnaires see commentary in head's report.
- **B4** Annual Safeguarding Monitoring Report for Govenors see commentary in head's report.
- TATS (team around the school) meeting feedback all areas rag'd medium or low risk. No areas for concern. New build delayed due to last minute intervention from the nursery and LA.
- **Report from Trust Strategy Day –** the summary report included discussions on the history of the trust its vision and values the current national context in the light of the recent publications of a Schools' White Paper, SEND Green Paper and a draft Schools Bill suggested attributes of a strongly inclusive trust.
  - CS mentioned the annual governor Conference this autumn and to check gov hub for notice of date.

## **B7** Governing Monitoring Visit Reports

CS positive feedback from science and maths visits. It was evident that the maths visit had not been prepared satisfactorily.

# B8 USP Governor Self-Review 2022 Action CS

- **B9** SEND Green Paper defer to Autumn (1) 2022
- **Policies** Accessibility Policy update. Info to be shared with SLT before Sept.

## **SECTION C: FINANCE, HR AND PREMISES**

# C1 Budget Monitoring Report/Budget Information

As per latest BMR. The current report suggests we will end the financial year without a deficit. Budget – final submissions 8<sup>th</sup> July 2022.

## SECTION D: GOVERNING BODY ORGANISATION & ADMIN defer to Autumn (1) 2022

# **SECTION E: CLOSE OF BUSINESS**

#### E1 Impact

- End of year data looks very strong . We are very proud of our children and the staff effort deserves congratulations.
- Implementation and great development of whole CUSP curriculum especially reading and writing across the school.
- It is evident how much work the team are putting in for children with SEND and the impact on their progress and learning.





nd staff are looking forward to next year's arrangements.						
ubilee, sports and end of term KS2 show making our school such a						
wonderful experience for our children.						
Questions/Items to be raised with the Trust – None.						
Dates of future meetings						
gs (all meetings start at 18:00 unless otherwise stated).						
06 12 2022 Spring term 1 31 01 2023						
09 05 2023 Summer term 2 04 07 2023						
C						

 ${f CS}$  thanked everyone for attending and closed the meeting at 8.02 pm