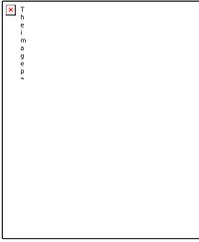


LAWN PRIMARY AND NURSERY SCHOOL

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FGBM meeting

DATE: 04 TH February 2025		TIME: 5pm Staff room
PRESENT:-		
Aaron Smith (AS) – Chair Lindsay Wood (Head) Russell Hall (RH) Emma Jelley (EJ) Luisa Stokes (LS)	Rachel Piper (Clerk) David Hitchcock (DH) Tayler Aitken (TA) Zak Watson (ZW) Charlie Berry (CB) (SENDco) Janet Busby (JB) Polly Gillet (PG) Leanne Lewis (LL)	
Invited Attendees: Luisa Stokes, Rychard Wojewodk		
No:		

No:	Minutes
1	<p><u>Welcomes, apologies, absences, quorum:</u> AS welcomed everyone to the meeting .</p> <p>A minimum attendance of 50% of governors in post is needed for the governing board to make any decisions. It was recorded the meeting was Quorate at the time that any decisions were made.</p> <p><u>Declaration of Interests in agenda items or any pecuniary interests:</u> No interests declared.</p> <p><u>Notification of AOB:</u></p> <p><u>Approval of Minutes from last FGB Committee meeting dated 04th February 2025</u> Minutes approved.</p> <p><u>Matters arising.</u> No matters arising</p>

<p>2</p>	<p>Curriculum – All reports and documents are loaded 7 days prior for Governors to review</p> <p>Sports premium update</p> <p>RW spoke through the Sports Premium update and in particular a break down of the funding and how this is used.</p> <p>Headlines included:</p> <ul style="list-style-type: none"> • Curriculum scrutiny shows that coverage map is being followed by all year groups. • Sports Leaders are delivering lunchtime activities on a Mon and Tues to year 1 and 2 • Multi-sports club takes place on a Weds after school and is well attended by the Sports Coach. • PE Lead tidied up and audited resources and communicated to all teachers with regard any new equipment needed. • New equipment ordered for playtimes and play leads to look after and store in sheds on playgrounds. • Equipment has undergone annual safety checks and repairs have been made where necessary. • Release time provided for PE lead to monitor assessment of PE. More time needed to monitor delivery of lessons. • Early years curriculum has been brought in line with rest of the school under the progression map which focuses on the core 5 skills. • Additional Activity includes: Girls Netball Team, Girls Football Team and Boys Football team in a league. • Next steps including potential to offer a wider range of after school clubs – investigating possibilities currently. • Forest school provision is currently being looked at. Arrangements have been made to visit another school to look at their curriculum provision map and how they deliver forest schools to all their pupils weekly with a view to increasing curriculum time at Lawn. • Term 6 there will be a after school club focusing on Forest School <ul style="list-style-type: none"> • In addition to all the activity the flooring in the KS2 Hall, needs refurbishing/replacing. It is a heavy use area particularly for PE and the school do not want it to become a H&S issue. The school are looking at quotes including to sand the floor internally and externally. It really needs investing in after many years of not having any work done. <p>Questions from the Governors;</p> <p>1) <i>KI 4 refers to forest school provision - What timescales are there for embedding this within the curriculum at Lawn, are there any opportunities within BKAT for best practice?</i></p> <p>Currently we are liaising with Lainesmead because they have a well thought out and progressive forest school curriculum that is strong and robustly timetabled for all year groups, they are willing to share their curriculum, logistics and successes with us as we work closely with them as part of the Cluster. There are some schools within BKAT that run forest schools, but we would like to explore and focus on this collaboration presently. The Sports Team have an upcoming planned meeting with the Lead and from this we would expect if</p>
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their practice is transferrable to Lawn we would transition in the summer term with a full roll out from September.

Mid year review of Pupil Premium All reports and documents are loaded 7 days prior for Governors to review

LW spoke through the document and the traffic light system of the doc.

Questions from the Governors:

1/ Overall, the progress on these targets appear to be disappointing. How much focus is there at a teacher-level in class on specifically supporting PP pupils? The gap in PP EXS vs non-PP is significant in most instances and is a cause for concern. Please can any additional details be shared on Reading in Yr 4 and Maths in Yr 6 as these appear to buck the trend (Yr 6 boosters?)?

The progress noted in these targets is based on the Term 2 data, and we would expect to see progress accumulate over the course of the year. As we move through the year, there will naturally be some areas of rapid gains, which we always review carefully to adapt or build upon where necessary.

It's also important to consider that PP pupils can change throughout the year due to pupil movement, so fluctuations may occur. We will be analyzing gaps in more detail with the Term 4 data, which is due next week, and this will be reported to governors.

At Lawn, we maintain an inclusive ethos, and from the PP walk that both LW and JB conducted before Christmas, it's clear that PP pupils are being well-supported by teachers, either through targeted tasks or additional in-class support.

Regarding Year 4 Reading and Year 6 Maths, as you highlighted, we are beginning to see the impact of the curriculum improvements that were implemented this academic year. In Year 6, the booster sessions are also having a positive effect on performance.

2/ Due to the perceived ineffectiveness of PP attainment, should the allocation of funds be revisited? Currently split as follows:

- Teaching £56k
- Targeted academic support £28k

This is done as we move into the summer term and we revisit the strategy and progress and determine the 25/26 school priorities.

3/ The report refers to the aim that all disadvantaged pupils to reach the required threshold in the PSC; is this the phonics screening check

The report refers to the aim that the vast majority of pupils will meet the PSC threshold; could you please provide a little context/background with respect to the PSC threshold? Is it possible to attribute a % to the "vast majority" and how does this compare to progress year-on-year?

With respect to PP attainment in reading and writing, how does current PP attainment compared to non-PP pupils relate to gaps identified in previous year's data? Are there any identifiable trends emerging?

LW provided an overview of the document, explaining the traffic light system used and how she anticipates the document should appear at this stage of the year. She also clarified the date range that the data covers. Additionally, LW discussed the strategy and the responsibilities of the leads who manage this.

4/ Allocation of the funding – Is there any value in doing a in year re assessment

It is a financial year funding, they don't align. The funding is also determined by the Census.

5/ Q – At the end of the year do your review what you intended to spend it on vs what it was actually spent on?

Yes.

Strategy and Overview

All reports and documents are loaded 7 days prior for Governors to review

Year 6 update

In addition to the report, LW advised that SLT have been involved in interventions.

Children have been really receptive to the learning which is being ran on a Wednesday afternoon and they are working really hard.

Questions from the Governors;

1/ Thank you for the specific update - Is my reading of the comparison between the T2 and T3 that there is a worsening position as a greater % are below ARE?

This data is based on mock sats practice data, some pupils were between 0-4 marks off of the expected standard (ARE) so hence achieve below but were very close. This practice was also in Jan/Feb and so the next Mock Sats along with term 4 teacher assessment will be more indicative of progress and improvement.

There are 2 children not sitting the papers this year, so it will be taken into account when reporting the results.

LW attended a meeting: Blue Kite Heads today and whilst KS3/4 assessment is being reviewed under the Government's curriculum review it looks like SATs are here to stay for KS2, but they will look at Writing assessment in the Autumn.

2/ What impact does it have on the children records for those not sitting their SATS?

Would affect progress 8 scores at Secondary but all secondary schools retest pupils once in place anyway. Would impact primary progress and attainment data for the school, so we would run two sets.

To organize a Website review

JB has kindly agreed to complete the website review.

MAT Update

LW recently had a formal meeting with the DfE, where several questions were asked. The DfE emphasized the importance of ensuring that academisation is the right decision for the school's progression.

LW discussed the timeline and explained how Lawn arrived at the decision to consider Blue Kite. LW was candid about why Lawn does not wish to remain maintained, particularly citing a lack of support.

The DfE acknowledged that the due diligence process had been carried out well. They will contact Blue Kite to confirm that the expression of interest is in place before presenting the matter to the regional director for a final decision.

A form will then need to be completed and submitted to the monthly advisory panel. It was advised to delay the parent consultation meeting until there is a clearer understanding of the timeline and panel involvement.

The timeline currently targets September 2025, though this may be tight and could extend into later in the year which LW and the Governing Body were happy with because it is about the right fit, which Blue Kite are rather than a deadline.

Policy handling procedure – Policy sign off

The document was loaded 7 days prior for Governors to review and raise any questions.

Questions from the Governors;

1/ 7.4 refers to the Governor OneDrive. We ditched this a few years back. Instead we do have access to the school sharepoint so there is a Single Central Record of policies as we found the Governor one was not updated - PS the active policies folder on Ghub should be deleted as it is out of date.

Section 7.4 removed from the policy - as no longer relevant. One-drive replaced with Governor Hub in the policy in the flow chart. Clerk will need to delete the policies folder

All approved RP to update LF and RP to delete old policies from Governor Hub.

Equality objectives Review - Following on from meeting taken place with JB, CB and LW last summer, it is a review of the set objectives to evaluate work taking place and next steps.

The document was loaded 7 days prior for Governors to review and raise any questions.

Comments from the Governors;

1/ Regarding "Lawn's website does not presently have the facility to

translate into different languages." The website does have this functionality built in - there is a selector to the top right corner. Also web browsers have built in features to allow a user to auto translate.

Another update of the review will follow in the summer term

Safeguarding The document was loaded 7 days prior for Governors to review and raise any questions in the Pastoral report.

LW summarized the report to the Governors.

General sickness, coughs and colds and D&V have had an impact on attendance, there have also been a few holidays which have resulted in FPN's being issued. We also have had a spell of chicken pox impacting on our authorised percentage.

Attendance continues to be a key focus, with particular attention on those with low attendance. The Nurture Team and where needed action plans are being utilised to address significant absences, with a focus on supporting vulnerable families.

Questions from the Governors:

1/ Reception continues to have a high level of PA - please can more information be provided at the FGBM?

Reception does not necessarily have a higher level of unauthorised absence it is simply more visible due to the system being used more efficiently. It's also important to remember that children in Reception turn 5 during the year, at which point they are legally allowed to be absent.

LW updated the board that letters are being issued to parents/carers prior to Easter with attendance update specific to their child/ren.

On the new app (MCAS) being launched next week parents will be able to see real time data around their children's attendance.

2/ PP attendance is significantly below target and not improving (Unauthorised is lower but PA is higher) - please can you share the reasoning behind this and what the school is doing specifically to support this cohort?

Hard-to-reach families are being supported through collaboration with external services. Attendance action plans are in place for several families, managed by the attendance officer.

3/ Behavioural incidents - there has been a significant increase in incidents involving PP pupils compared with Term 2 - please can this be explained further?

Further analysis needed in this area.

4/ Behavioural incidents - please can you share some examples of Yellow, Orange and Red behavioural incidents? i.e. what constitutes a Yellow and when does that become an Orange (and Orange to Red)? Sorry if this has already been shared previously!

Q+A Year 6 suspension

They were different pupils and one has a lot of off site provision support.

LW referred the board to the behaviour ladder

5/ Suspensions & Exclusions - does the Yr 6 suspension relate to the same pupil in Terms 3 & 2?

No, 2 separate pupils.

6/ Positive handling - please can you provide more details of the 3 incidents in Term 3?

LW provided a detailed overview to the board, outlining the three incidents. Two were minor, while the third was related to a suspension in Term 3.

LW also updated the board that efforts are being made to ensure a smooth transition for any Year 6 pupils as they prepare for the move to secondary school. Some pupils will be moving to more appropriate settings in September, and there are more successful applications coming through for the PRU. Additionally, targeted work is underway to support improvements in behaviour.

7/A Governor asked how the Behaviour Ladder will fit with Blue Kite.

LW responded that each school within the Trust will approach behaviour individually specific to their school, share good practice and utilise the Lighthouse Team for support where needed.

8/A Governor asked if there is any support from SBC.

LW confirmed that there is no support from SBC, which is why Blue Kite was approached with the Lighthouse provision which LPNS has utilised throughout this school year at times.

9/A Governor asked if the staff involved in the incidents are okay.

LW confirmed that they are and that support has been, and continues to be, offered.

10/ Spring Term clubs - STFC is 100% boys and Danzone is 100% girls - is the school doing anything to encourage diversity in these offerings?

More can certainly be done and the Sports Lead for clubs, along with LW and LS have been discussing this - potentially looking at taster sessions and assemblies.

11/ Spring Term clubs - Why is there no data for Music lessons?

Valid point and will be added going forward as we have the information/data

12/ Spring Term clubs - How does Lawn's offering compare to other schools, esp. in relation to Internal offerings? Have any comparisons been undertaken?

We regularly compare with other local schools to ensure our offering is comparable. We are working on a plan to increase our clubs for term 5 and 6.

Premises and Finance

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Health and safety update

The boiler urgently needs to be replaced. A plan is in place to compile a list with the catering manager of equipment that requires servicing, replacement, or updating.

The roof work has been completed.

Regarding the toilets, the school believes it has secured a grant to upgrade the toilets in one area. However, the toilets at the lower end of the school also need attention. The school will approach Blue Kite and send an email to SBC for further support.

There is no update around the potential to increase the Nursery capacity - However, there is still a shortage of spaces in the borough for 2-year-olds. A meeting was held to discuss this, as the nursery has the capacity to accommodate more, but there has been no further information from the borough at this time.

Approval from the Governors required for purchase of new tables for the KS2 Hall.

The document was loaded 7 days prior for Governors to review and raise any questions.

Aaron proposed

LL seconded

Governors approved the purchase of the new tables.

Expenditure report

A verbal update was provided by LS.

The year ends on Monday, with the deficit being clawed back, resulting in a potential small surplus position, this will be validated at end of year close down next week.

Unexpected grant amounts were received, there was low/no agency usage, and lunchtime supervision costs were forecasted under budget.

The Governors thanked the team for their hard work and dedication in achieving the surplus. It was acknowledged that this accomplishment required significant effort.

SSVS Doc The document was loaded 7 days prior for Governors to review and raise any questions.

No comments from the board and will be submitted.

Charging and remissions policy - For approval by the Governors

The document was loaded 7 days prior for Governors to review and raise any questions.

One Gov noted that the system should be detailed as Bromcom not Scopay.

LS noted.

Questions from the Governors

1/ On page 7, the inserted text in red "Charges applied will not include an element of subsidy.....parents unwilling/unable to pay the full charge"
Could you please explain what happens to pupils whose parents are unable/unwilling to pay?

If there are a significant number of parents who don't pay, we will cancel the trip. We review as request for financial assistance, if there is a small number the school will cover the cost so they can attend.

LS confirmed the school have changed the payment processes – parents can pay a deposit and then the balance, a longer lead time so families can plan and the school will fund if it is only one child so not left out.

2/ On page 10 "remissions" this section refers to the remission of charges for children in receipt of free school meals; are there any other grounds for eligibility for remission, such as pupil premium?

Yes, PP is included. If parents need financial support for any trip/Event/Residential, they are requested to complete a Financial Support Request. These requests are reviewed weekly at SLT.

3/ On page 8, para 6.6 relating to milk; The policy states that milk is provided for eligible children on request following their 5th birthday. Could the policy explain who are "eligible children" in this respect and how a parent/carer is informed of their eligibility to request milk?

When joining the school in Nursery and Reception, parents are given full details on how to sign-up for school milk. Milk is free for all children up to the age of 5.

Children over the age of 5 who are in receipt of statutory benefits-based free school meals are also eligible for free school milk funded by the school (PP Budget)

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Staffing

Flexible working policy and Pay Policy.

LS proposed that Lawn adopt the Juniper policies, noting that the SBC policies are outdated and have not been reviewed since 2006.

The three model policies were presented, and the board approved that the SLT can consult with staff regarding the adoption of the Juniper policies. They will then be brought back to the board to be approved once all staff have been consulted.

Looking to have a lead time of 2-3 weeks to have in place.

CB met with the wellbeing group today. Staff absence has decreased, and support is being provided where needed. The new phase leaders are having a positive impact, and a new teacher has joined Year 1 as part of a job share.

A staff questionnaire will be sent out at the end of the term.

	<p>Governor Questions</p> <p>1/ Do SBC need to approve as they are the employers?</p> <p>No, they don't.</p>
<p>9</p>	<p>AOB</p> <ul style="list-style-type: none"> • The MAT working party will next meet on the 29th April. • The next FGBM will take place on the 20th May. • RP to update calendars for both.
<p>10</p>	<p>Focus for next meeting</p> <ul style="list-style-type: none"> • To receive a children looked after report. • To review progress of School Development Plan (SDP) – Spring Review – <i>will be through the HT Report to avoid duplication</i> • To approve purchases of traded services including review of staff • To review draft budget plan. • Briefing prior to External Safeguarding Audit • To receive Term 5 Head Teacher Report. • To receive a Progress & Attainment Report (April drop). • Stakeholder Surveys • School Council to attend

MEETING ACTION POINTS 25TH MARCH 2025

JB has kindly agreed to complete the website review. RP to send Template to Janet that we used – add to action list	RP/JB	
Policy handling procedure approval - RP to update LF	RP	
RP to delete old policies from Governor Hub.	RP	
RP to upload the minutes to the staff website	RP	
The MAT working party will next meet on the 29 th April. The next FGBM will take place on the 20 th May. RP to update calendars for both.		