



**Midsomer Norton Schools Partnership - SCHOOL**  
**Local Governing Body – Midsomer Norton Primary School**  
**7th July 2021**  
**Meeting open 19.00**

**Present** - Kath Cox (KC-Chair), Alun Randell (AR), Sarah Biss (SB), Tracy Mallon (TM), Claudia Gumm (CG), Jake Andrew (JA), Jude Vale (JV), Anna Swift (AS), Sharon Wilson (SW), Isobel Mills (IM), Daisy Nicholls (DN-clerk)

**Absent** -

| <b>1. Board Business, Welcome &amp; Apologies</b>                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                   | <b>Action</b>                                                                                                                                                                           |
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| 1.0 Welcome - all governors present.<br>1.1 No declarations of interest.                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                            |                                                                                                                                                                                         |
| <b>2. Minutes of Previous Meeting and Matters Arising:</b>                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                          |                                                                                                                                                                                         |
| 2.0 Previous minutes agreed by all no outstanding actions                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                           | DN to close all previous actions                                                                                                                                                        |
| <b>3. Link Governors Monitoring</b>                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                 |                                                                                                                                                                                         |
| <p>3.1 KC advised that most monitoring has now been completed but has asked that any outstanding monitoring forms be sent to DN by 16/7/21. KC advised that significant progress has been made with link governors and looking forward to extending it next year. KC asked for governors to advise her by the end of the academic year if they would like to change areas which they monitor or if they would like to request a specific area to monitor.</p> <p>3.2 TM- has had communication with Eleanor Cook (science lead) and has discussed how the snap science curriculum is followed. TM is very impressed with how the curriculum has not only been followed but also been adapted to follow female and ethnic minority figures along with links to other factors such as bodies/ music etc.</p> <p>TM confirmed that good progression has been made and that the curriculum covers scientific skills not just scientific facts. TM&amp; EC have not yet completed impact and implementation but hope to do so early in September. TM thinks governors &amp; the school would benefit from building on these monitoring forms rather than rewriting each year. Agreed by all LGB.</p> <p>3.3 AR shared Michelle Ross's History &amp; Geography report, AR confirmed History is very strong and staff have worked very hard at linking history knowledge.</p> <p>Geography was a weakness in 2019 but has come a long way, still not at the high level history is but 'getting there' teachers constantly recall and consolidate. Progress has been made in both subjects but more embedding is needed within geography.</p> <p>AR advised that link monitoring is very important and asked governors to ensure they ask why as often as possible to broaden their knowledge of the area they monitor.</p> | <p>Governors to advise KC on areas to monitor if they have a preference. Any outstanding monitoring forms to be sent to KC by 16/7/21</p> <p>TM -Impact and implementation Science.</p> |
| <b>4. Admission Policy Change</b>                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                   |                                                                                                                                                                                         |
| 4.1 AR confirmed that the government has changed the admissions policy - all governors received a copy and in agreement of change                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                   | DN ensure Admission policy change on school website                                                                                                                                     |
| <b>5. Finance Update - distributed previously</b>                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                   |                                                                                                                                                                                         |
| <p>SW read through the finance update and explained that there isn't much change from the last report. We are now in a small deficit and are 83% through the academic year budget.</p> <p><b>KC - are the percentage figures for the current academic year? Do we hold our debt or surplus to the next academic year or do the MAT take it all back at the end of each year?</b></p> <p>SW confirmed that the surplus or deficit is carried forward with the school to the next academic year. The trust expects us to have one month's salary carry forward at all times.</p> <p>SW confirmed we have had some overspends due to the pandemic on supply staff, IT &amp; Cleaning materials.</p> <p><b>CG - how concerned are we?</b></p>                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                           |                                                                                                                                                                                         |

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| <p>SW - Confirmed that she is not overly worried at this stage as had a healthy carry forward in previous year. Some schools have done well others not so but as a trust they are happy. Finances may change depending on governments funding, but unsure at this time.</p>                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                  |  |
| <p><b>6. HEADTEACHERS REPORT - distributed previously</b></p>                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                |  |
| <p>AR advised governors that all staff have been through another tragic loss after the sudden passing of another well loved colleague Mrs Carolyn Meade. The passing of Carolyn was felt by all staff and children as she taught within every classroom. She will be greatly missed by all of us, a 'go fund me page' created by SB raised over £1000 and will be spent on forest furniture to improve the children's outdoor experience in memory of Carolyn Meade.</p> <p>End of year data is looking good across school however our reception data is lower than other schools with only 58.5% on target. Within this year group one class teacher has had 48 days absence due to a medical condition. This teacher has now had an operation and has now recovered- we hope she will now, stay well. Within this year group 10 children also have speech and language delay. We did have a few children on the borderline which we estimated at a lower level so that they stay on the radar for next year.</p> <p>Year 6's 96% are at expected level which is amazing given the disruption they have had this year. Greater depth emphasis is needed however not possible given the current year.</p> <p>Staff have been very cautious of the summative assessments. Our year 5s always look lower but once in year 6 their results always show much higher. We will continue to moderate.</p> <p><b>CG - how do we ensure the children who work at greater depth dont get bored and lose them?</b></p> <p>AR - confirmed children will need to justify their work and show greater knowledge if able to do so. Many children have forgotten basics - Capital letters, full stops etc as they were not doing the same level of writing at home that they would have done at school, we will continue to work hard with the children to 'close the gaps'.</p> <p>AR - Overall the school is doing well, our reception class is a concern but we do have weaker year groups with some year groups having a higher level of SEN and disadvantaged children. In our key stage 1 80% of children met the standard it was originally at 66% so is increasing well.</p> <p>AS - are you still using Nelly in reception?</p> <p>AR - we are, however it is very staff intensive we have not been able to do as much as we would have wished for as we have had such staff absence. We will not be following the nelly framework next year as we do not have enough staff.</p> <p>AR would like it known that he has no doubts of the reception team, the quality of teaching is very high and has received high praise from Claire Mirams.</p> <p>Attendance overall is very good. The only concern is 2 girls in year 5, EWO is involved. Attendance for our EHCP, looked after children looks very low however this is because they needed to be coded differently during lockdown if they did not attend.</p> <p>Staffing changes - Jake Andrew and Emma Bailey will be leaving us at the end of the academic year. Emma Awcock has left us this week. We will be welcoming Danielle Hamilton back after her maternity leave and also have a new teacher Jessica Mitchell joining us along with a new HLTA. All staff have gone above and beyond this year.</p> <p>Safeguarding - 2 children running away from school there has been a very firm response from all staff. Two incidents of racist language, not towards anyone but the language was used. It has been reported as a serious incident.</p> <p>SB - attended a conference recently and they advised that there are discrepancies in numbers that students advise they hear and what schools report so it is important that we report all racist incidents to the local authority.</p> <p>We are lucky that it is not common in our school and these are the first incidents in a long time /</p> <p><b>IM - How was this addressed?</b></p> <p>SB - SB has spoken with all children and had a discussion with them all. She advised the children how important it is to be a bystander and to report any unacceptable language. The school have brought into Jigsaw. We are working towards developing a culture that it is unacceptable to use any racial language rather than only reacting if a problem occurs. All staff are very committed to developing this culture.</p> <p>AR - We also theme our assemblies on these types of subjects and will continue to do so.</p> |  |

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| <p><b>CG - Sexual harassment in schools has been a big thing on the news recently will you be addressing this.</b></p> <p>AR - We are not aware of anything like this in our school, I have also checked the website and pleased to say our school is not on the list. We will continue to promote the culture to respect bodies, have distance, unwelcome touch, these things are taught explicitly not just reactive.</p> <p>SB - Part of the staffs safeguarding training this September will also include how to report these incidents.</p> <p>SEN - Numbers have not changed much, data for SEN is looking good, children have made great progress this could be due to the majority of them being in school over the lockdown. Some children have attended pastoral interventions. Children will chart feelings at the beginning and end of sessions to see if their feelings have changed.</p> <p>We will be reviewing interventions and ensuring children get a full curriculum, we have recently brought into number sense which is similar to our phonics approach.</p> <p>Applying for arts mark.</p> <p>School priorities are currently in draft and the deadline is the 11th September.</p> | <p><i>SB - To send a copy of the pastoral intervention charts.</i></p> |
| <p><b>7. Policy - Progress against equalities objectives Relationship Sex Education Staffing Structure</b></p>                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                            |                                                                        |
| <p>7.1 Governors had the chance to read the policy before hand - no questions<br/>7.2 Staffing Structure , all currently understand the current staffing structure, new staffing structure to be sent out shortly</p>                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                     | <p>DN - Send out new Staffing Structure</p>                            |
| <p><b>8. Governor Invite on 2nd September</b></p>                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                         |                                                                        |
| <p>8.0 KC asked for all governors to attend on the 2nd September if able to</p>                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                           | <p>All governors to advise DN if able to attend</p>                    |
| <p><b>9. 2021 - 2022 Dates</b></p>                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                        |                                                                        |
| <p>9.1 Next year dates are agreed by all.</p>                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                             | <p>DN to send out next years LGB meeting dates</p>                     |
| <p><b>10.0- Confirm date of next meeting – 2nd September 2021</b><br/>KC thanked everyone for attending the meeting tonight . KC wanted to make special thanks to JA for being a great staff governor and wished him well in the future, along with thanks to AR for all he has achieved in this truly challenging year. AR thanks KC and advised that all staff have done a tremendous job this year.</p>                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                |                                                                        |

| SUMMARY OF ONGOING ACTIONS |                                                                      |                |             |
|----------------------------|----------------------------------------------------------------------|----------------|-------------|
| Date                       | Action                                                               | Who            | Open/Closed |
| 09/07/21                   | Close all previous actions                                           | DN             | Open        |
| 09/07/21                   | Governors to advise KC on areas to monitor if they have a preference | All Govern ors | Open        |
| 09/07/21                   | Any outstanding monitoring forms to be sent to KC by 16/7/21         | All Govern ors | Open        |
| 09/07/21                   | Impact and implementation Science.                                   | T M            | Open        |
| 09/07/21                   | Ensure Admission policy change on school website                     | DN             | Open        |
| 09/07/21                   | <i>To send a copy of the pastoral intervention charts</i>            | SB             | Open        |
| 09/07/21                   | Send out new Staffing Structure                                      | DN             | Open        |
| 09/07/21                   | Send out next years LGB meeting dates                                | DN             | Open        |

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| 09/07/21 | Advise DN if able to attend | All<br>Govern<br>ors | Open |
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