



# Education Trust



**'Inspiring the individuals of today, for a better society tomorrow'  
Aspiration, Belonging, Collaboration**

**Minutes for the Oldway Local Standards Board Meeting on Monday 10<sup>th</sup> June 2024  
Meeting to be held in the Conference Room at 5.00 p.m**

**Present:** Becky Ross (Chair), Nathan Burden, (vice Chair), Rebecca Read, Jonathan Summers, Addison Tailford, Charlotte Pitocco

**In attendance:** Chris Hallett (Deputy Head), Faye Steele (Governance Professional),

**Apologies:** Emma Bamber (HOS), Simon Wallace.

Summer 01	Welcome	
Summer 02	<p><b>To receive and sanction any apologies for absence</b>          Apologies received and sanctioned for Simon Wallace and Emma Bamber.</p>	Apols SW, EB
Summer 03		
Summer 04	<p><b>To declare and discuss any business interests that may be applicable in accordance with the Governance Handbook</b>  <i>'conflicts of interests do not just relate to financial benefits but can arise where an individual's personal or family interests and/or loyalties conflict with those of the governing body'.</i></p>	
Summer 05	<p><b>To receive agree and sanction minutes of the meeting 5<sup>th</sup> February 2024</b>          Minutes were agreed and digitally signed as an accurate record of the meeting.</p>	Mins agreed
Summer 06	<p><b>To discuss any Matters Arising from the LSB Meeting 5<sup>th</sup> February 2024</b>          Actions:          A1, BRoss to circulate the Monitoring Visit report. – <b>completed.</b>          A2, FS to circulate Governor link Roles and contacts – <b>completed.</b>          A3, EB to produce a Governor crib sheet for Ofsted preparation – <b>completed from SB meeting.</b></p>	
Summer 06	<p><b>To discuss any queries that may arise from the <a href="#">Head of School</a> report update to report on:</b></p> <ul style="list-style-type: none"> <li>• <b>Safeguarding, CLA, SEND &amp; Pupil Premium</b></li> <li>• <b>Health &amp; Safety/ Accident reporting</b></li> <li>• <b>Pupil &amp; Staff wellbeing</b></li> <li>• <b>School Development Plan</b></li> </ul> <p>The key areas for improvement that will move the school forward in the five focus areas are:</p> <ul style="list-style-type: none"> <li>• QE: Further development of RWI phonics, including intervention.</li> <li>• QE: Review and improve the approach to teaching writing.</li> <li>• QE: Developing adaptation for SEND pupils.</li> <li>• BA: Implementation of the new Relationships and behaviour support policy.</li> <li>• PD: Embed the new school values: Aspiration, Responsibility and Kindness. Developing community links across the school.</li> <li>• LM: Building capacity within the newly formed SLT and developing leadership.</li> <li>• EY: Implementation of the revised EYFS curriculum and development of the team. Heavy focus on RWI and Early Reading.</li> </ul> <ul style="list-style-type: none"> <li>• BR confirmed a whole monitoring visit was used to monitoring writing.</li> <li>• NB questioned 2 Reception classes? CH confirmed. There are currently 57 pupils moving into Reception in September, this is a significant reduction and unfortunately a trend across Torbay.</li> <li>• RR <b>questioned</b> the increase in Nursery provision, and the impact of teacher numbers? CH could not confirm all of the logistics but there will not be another teacher appointed for Nursery.</li> <li>• CH confirmed there will be 5 new teachers for September start.</li> <li>• 1 x teacher has requested a sabbatical, to return September 2025. A new structure for assistant heads will be implemented, with an excellent new appointment.</li> <li>• Changes have been made to Year 6, reducing the class sizes and moving to 4 4 classes instead of 3. This is to respond to behaviour needs and Year 6 will be moving to the older building. RR <b>questioned</b> if it will be reviewed? CH confirmed it will be. NB <b>questioned</b> if everyone is ok with this potentially upsetting change? CH explained that parents have been told and there is some upset in 1 of the classes because it is a change.</li> <li>• Tighter budgets mean a reduction in TAs, primarily TAs are used for 1 to 1 support now. BR <b>questioned</b> if there are any classrooms that do not have a</li> </ul>	<p>Question</p> <p>Question Question</p> <p>Question</p>

TA? CH confirmed there are TAs in year groups rather than per class, but they can move between classes.

- OPS has increased its family support offer.
- There will be 2 HLTAs from September.

Staffing:

- 2 retirements, 1 x teacher is leaving to pursue Education Psychologist training, 2 x teachers are leaving due to ill health.

Absence:

- Discussion followed on long term absence. RR **questioned** if it was mostly due to stress? CH confirmed it is.

Attendance figures:

- Groups

	Autumn 1	Autumn 2	Spring 1	Spring 2	Summer 1
Whole school attendance for the year to date	94.59%	94.16%			93.80%
Whole school attendance for the year to date is (Excluding Nursery)	94.59%	94.19%	93.50%		93.90%
National primary school attendance data: (for this academic year so far)	94.40%	93.40%			
<b>Groups</b>					
PP attendance: (143 pupils)	92.45%	91.77%			90.70%
<b>FSM attendance:</b>					
SEND: (84 pupils - SEND K)					
30 persistently absent and 1 severely absent	91.47%	90.33%	89.75%		91.20%
EHCP: (19 pupils)					
8 persistently absent and 1 severely absent	89.45%	86.39%			86.10%
Persistent Absence (below 90%): 119 pupils (90 over 5s)	17.92%	16.87%	16.20%		16.80%
Severe Absence (below 50%): 4 pupils	0.75%	0.53%			0.70%
Girls: (308 pupils)	94.86%	94.60%			94%
Boys: (356 pupils)	94.38%	93.94%			93.80%

- Holiday requests remain high; it is policy to deny requests. CH explained the tracking on attendance spreadsheet. BR - RPS are fining, please can EB update on finish at OPS and circulate. **ACTION.**
- CH highlighted persistent absenteeism as the biggest attendance issue. There are 5 x pupils on a part-time time table.
- BR **questioned** when Year 1 move to Year 2, will they be able to use the outside space? CH in discussions about utilisation outdoor space for this year group next year.

Teaching, learning, assessment.

- Discussion followed on the Maths monitoring visit; Maths has been highlighted as a real strength in the external reviews. CH highlighted marking and feedback as an area for improvement. A meeting was held and teachers want absolute clarity on feedback and marking, to be told what to do and they will do it. A marking policy has been created to circulate to FS and Governors (**ACTION**) and has been shared with staff – clear and SB monitoring. CH explained there is not enough teacher voice in books. NB **questioned** if the teachers are concerned? CH confirmed the teachers’ feedback that there has not been enough direction about what should be in books. CH reinforced purposeful feedback and impact statements to create creative writers. CP **questioned** if teachers know what impactful statements look like? CH yes this has been covered. CH is fully aware teachers are having those marking and feedback conversations but not writing in the books. CH is expecting to see a massive impact with marking. RR suggested looking at marking during the Autumn term monitoring visit. **ACTION.**

Personal development, behaviour and welfare

- CH confirmed 2 x LADO referrals have been made.
- CH talked through the CPOMS analysis, this is used at vulnerable pupil meetings too.
- BR **questioned** the sexualised behaviour & language? CH confirmed he is working with these pupils; this is from just a couple. NB **questioned** if the parents are involved? H confirmed they are. CH that Police and Community Support Officers attend the meetings. CH also asks the Local SEND Team for support and guidance. NB **questioned** what happens differently when it progresses to a red rag rating. CH confirmed it is not an assessment of risk or impact, just highlighting a trend analysis. CP **questioned** early help involvement? CH confirmed.

Question

A1 EB update on fining

Question

A2 EB to share Marking Policy with FS and Govs

Question

A3 add marking to Autumn term MV

Question Question

Question Question

<p><b>Summer 07</b></p>	<p>Parents and Community</p> <ul style="list-style-type: none"> <li>• Meetings have been held with parents of pupils in classes with long term absent teachers. CH confirmed eh priority to stabilise the rest of this year and develop the best possible plan for next year.</li> <li>• NB <b>questioned</b> the absence of Crossing patrol at the bottom of Blatchcombe. <b>ACTION. – update – Crossing Patrol has been reinstated.</b></li> </ul> <p>Finance and Premises</p> <ul style="list-style-type: none"> <li>• The budget is very tight, national school trend, not just an OPS trend.</li> <li>• A lottery grant was used to develop Family Support space.</li> <li>• The lifts will be fixed during the summer holiday break, this is paid for by reserves.</li> <li>• The pool has got a new cover, pump and exterior lighting from a bid.</li> </ul> <p><b>Attendance - last year Spring term attendance figure for comparison.</b>  Whole School attendance 93.8%  PP attendance: 91.3% ( 149 pupils are FSM on DfE attendance data)  SEND: 90.5% (88 pupils - SEND K) 25 x persistently absent and 2 x severely absent (both PTT)  EHCP: 89.5% (26 pupils) 8 x persistently absent (between 85 - 90%) and 2 x severely absent (both PTT )  Persistent Absence (below 90%) : 86 pupils  Severe Absence (below 50%): 5 pupils - all on part time timetables.</p>	
<p><b>Summer 08</b></p>	<p><b><u>School Position Analysis</u></b></p> <ul style="list-style-type: none"> <li>• The impact of RWInc on phonics is huge and very positive.</li> <li>• Year 6 data is not where it should be, there are legacy issues as a result of a few tricky years, but everything is being put into these groups.</li> <li>• Pupil progress meetings are continuing and the end of primary target is the approach taken, this creates a joined up approach as the years go by.</li> <li>• CH assured governors that the leadership and management know what they are driving and moving on to what needs improvement. It is great to see how the school has moved forward during the monitoring visits because management are constantly looking at the next improvement and not taking in the improvements made.</li> <li>• NB commented that greater depth is a real challenge. CH confirmed it is, not enough pupils met expected grade so not enough got to greater depth. CH referenced the end of primary target and how that will drive up the potential for more pupils to reach greater depth.</li> <li>• CH who will be taking charge of the RWInc role in September.</li> </ul>	
<p><b>Summer 09</b></p>	<p><b>Heads to provide termly reports on online safety filtering &amp; monitoring in line with KCSiE changes to start next term.</b></p> <ul style="list-style-type: none"> <li>• CH explained the weekly report EB receives and how the flagged areas are processed.</li> </ul>	
<p><b>Summer 10</b></p>	<p><b>Standards Committee update, focus for Monitoring Visit:</b>  Monitoring Visit focus:</p> <ul style="list-style-type: none"> <li>• What do teachers do to support higher attaining pupils to achieve greater depth?</li> <li>• As always, keep an eye on greater depth for the disadvantaged and be mindful of the gap.</li> </ul> <p>BR to write up the MV notes and circulate. <b>ACTION.</b></p> <ul style="list-style-type: none"> <li>• Discussion followed on the finance shared at the Standards Committee meeting. BR has contacted the CFO for further clarity.</li> </ul>	<p><b>A4 BR to circulate MV notes</b></p>

<p><b>Summer 11</b></p>	<p><b>Governor Link Role updates</b></p> <ul style="list-style-type: none"> <li>• Safeguarding Link Governor – to provide termly update to Safeguarding Link Trustee (Paul Garside) – contact PG.</li> <li>• H&amp;S Link Governors – to provide termly update to FAR Committee BR to book meeting. BR to book a H&amp;S walk and forward notes to FS.</li> <li>• SEN Link Governor – to provide termly update to SEN Trustee (Pippa Bennett) BR to circulate.</li> <li>• Online Safety Link Governor – to provide update to FGB meeting. JS completed 06/06/24.</li> </ul> <p><b>Link Governors to feedback on their termly report</b></p>	
<p><b>Summer 12</b></p>	<p><b>Report on <a href="#">Trustee/Governor Expenses</a></b> Policy &amp; form in Governor Hub. No expenses to report.</p>	
<p><b>Summer 13</b></p>	<p><b>Acknowledge policy updates</b></p> <p>Expenses Reserves Intimate Care Online Safety Maternity/Paternity Premises Remote Learning Managing Stress and Absence</p>	
<p><b>Summer 14</b></p>	<p><b>AOB</b></p> <ul style="list-style-type: none"> <li>• <b>Training available /booked.</b></li> <li>• <b>Website Bio/photo – SW, CP</b></li> <li>• <b>Outstanding Safeguarding training, prevent training and confirmations on Gov Hub.</b></li> </ul>	

**Actions:**

**A1 EB update on fining**

**A2 EB to share Marking Policy with FS and Governors**

**A3 add marking to Autumn term MV**

**A4 BR to circulate MV notes**

Signed: Becky Ross  
Chair

Date: 14<sup>th</sup> October 2024