



OVERSTONE PRIMARY SCHOOL
150 Sywell Road, Overstone, Northampton, NN6 0AG

MINUTES of the Joint TLS & FULL GOVERNING BOARD MEETING
Thursday 13th July 2023 at 6.30 pm

Present: Stephen Casey (Headteacher) (SC), Andy Halliwell (Chair) (AH), Ellen Higgs (EH), Dee Dawson (DD), Hannah Watt (HW), Kathryn Hamilton (KH), Amy Todd (AT) Stephanie Welsford (SW), Bridette Ledgerwood (BL)

Governor questions/challenge shown in green

The meeting was quorate, and opened at 6.40pm

Min No.	Subject	Action
1.	<p>Attendance and Apologies AH welcomed everyone to the meeting.</p> <p>Apologies from Isabel Dobson (ID)</p>	
2.	<p>Declaration of Interest No additional declarations were made by the governors at the meeting.</p>	
3	<p>SATS RESULTS, Analysis and Priorities Arising Stephen presented the data from EYFS, KS1, Pupil Premium, Multiplication check and KS2.</p> <p>Early Years- 53% of this years cohort had made good levels of progress, compared to 65% nationally. There have been some children identified throughout the year who may benefit from additional support either in school or with the input of external professionals. AL has initiated the early steps for those individual children. Additional classroom staff input will also be provided at the start of september for this cohort, for a further review on october.</p> <p>The question of <i>where support is best targeted for optimum outcomes given resource constraints</i> was seen as a complex one; educational research studies have repeatedly emphasised the importance of getting support at as early a stage as possible, as historically 'catching up' gets harder to achieve as time goes on, and life opportunities are clearly impacted by lost opportunities at school (including it was noted, by persistent absences)</p> <p>KS1 – Phonics at 90% compared to 75% national average for 20022. Reading, writing and maths were though a little lower than the national averages early predictors for 2023 . Writing is going to be a particular focus next year. Yr2 has been highlighted as having particular support needs within it, which are in place, though rampant chicken pox during the test did not help. Governors noted that National Funding Arrangements mean that agreed support needs are only partially funded on an individual basis, which means our commitment to providing this support in full impacts our budget in real terms.</p>	

	<p>Additional staffing input is planned.</p> <p>Pupil Premium- there are 23 within the school. Test results of PP children throughout the school are within the range of other pupils. The biggest gap is in writing. Pupil Premium provision will continue to be identified on the provision map.</p> <p>Multiplication checks – done with year 4; presented as a 'check' rather than a test, so not formally marked. The test suggested the average score was just below the national average.</p> <p>KS2 – SATS in all areas are all WELL above the national average, and the school and the children were very pleased with the results. The decision to invest in year six (staff input) appears to have paid off well, and will continue next year. The positive approach of the children had also made a clear positive difference. In the coming year year 6 will have 14 in the class, which is a great opportunity for them. Planning ahead, we will need to begin to prepare for the first cohort of 30 to ensure standards are maintained.</p> <p>Governors wished to congratulate staff on these exceptional results.</p> <p>On the question of how far good progress at Primary School level translates to performance and success at secondary/comprehensive level, although hard data is difficult to obtain (GDPR etc), anecdotal evidence by staff keeping in touch with pupils suggests a strong link.</p> <p>In the coming year, cluster working is expected to enhance the opportunities for improvement.</p>	
4	<p>Policies - TLS Review -School Prospectus -Admission Arrangements</p> <p>Following discussion (and minor amendments to the prospectus flagged up prior to the meeting), these were passed by TLS, with admissions arrangements to be ratified by a vote of the full governors.</p>	
5	<p>Ratification – Admission Arrangements These were duly Ratified by the Governors.</p>	EH
6	<p>SEN REPORT</p> <p>Hannah and Anushka had looked in detail at Special Educational Needs and the challenges faced, presenting a detailed report. SEN at Overstone stands at 12.4%, compared to a national average of 13% - although with a small school such as ours some year cohorts have a lot more than others, producing its own set of challenges. It was clear that a lot of work is going on behind the scenes into assessments and referrals, but these are taking extra time due to the shortage of specialist services/ delays in being able to access specialist services.</p> <p>It was noted that the late allocation of students with needs by the LA can and has result in short staffing that has a detrimental impact elsewhere within the school.</p>	
7	<p>Minutes and actions from 8th June 2023 and matters arising</p>	

	<p>Accepted as a true and accurate record of the meeting.</p> <p>Action points from the last meeting have mostly been addressed, with the remainder due to be completed in the autumn term.</p>	<p>AH to send to Julie</p>
8	<p>Headteacher's Report</p> <ul style="list-style-type: none"> - Staffing/pupil well being - PP report and Strategy - Sports Premium - Building update <p>SC went through report circulated in advance</p> <p>Of particular note</p> <ul style="list-style-type: none"> -the Epod is now built, and ready for use. -Feedback on the new format for Sports Day was very positive -SC will arrange a presentation to governors of Kapow (and its use in history and geography) after October half term. -Melonie Walker (school attendance support officer) came into school, and provided helpful guidance. <p>Melonie has instructed the school to inform the authority of all absences as per their non attendance enforcement process, as it is the authorities intention for all schools to follow this process.</p> <p>SC noted that the decision to fine is ultimately that of the local authority and not the school, and that the school does not receive any of the proceeds. The authority also suggests looking at patterns of non-attendance and issuing fines for numerous days off within a set term, even if the days are not consecutive.</p>	<p>SC to arrange Kapow presentation</p> <p>SC to inform parents</p>

9	<p>Governors Action Plan</p> <p>Ellen detailed the progress on the governors action plan, with most items having been achieved, and the rest being in the pipeline to be completed early in autumn. Specifically---</p> <ul style="list-style-type: none"> 1.2 -awaiting writing moderation 1.3 -Maths postponed to sept 1.4 Phonics – reschedule in autumn 2.1 History – report about to be issued 2.4 Geography – report about to be issued 2.5 Languages -meeting to be re arranged for September 2.10 R.E – meeting held and report issued 3.1 EYFS – data shared 3.2 Pupil Premium – report to be issued 3.3 SEN – report issued and discussed 3.5 Sports Premium – report issued 3.6 Playground Lunchtime Activities – BL will come in next week 3.7 Character Muscles – report to be issued 3.8 PHSE – report issued 4.1 Diversity- report issued to TLS 5.3 Website – action to be completed 6.3 Delegation – for review at Oct Govs <p>Ellen will revise the governors action plan for 2023-24 this autumn.</p>	<ul style="list-style-type: none"> BL 1.2 AT 1.3 KH 1.4 EH 2.1+2.4 BL 2.5 EH 3.2 BL 3.6 SW 5.3 AH 6.3
10	<p>Governance matters</p> <p>Election of Chair of Governors</p> <p>Stephanie Welsford was nominated by AH seconded by KH and unanimously elected by the Governors to serve as chair of governors for the coming year.</p> <p>Kathryn Hamilton was nominated by AT seconded by SW and unanimously elected by the Governors to serve as vice chair of governors for the coming year.</p>	
11	<p>AOB</p> <p>None received</p>	
12	<p>Schedule of 2023-4 Governors Meetings.</p> <p>These were confirmed as being</p> <ul style="list-style-type: none"> Tuesday 3rd October 2023 at school Thursday 14th December 2023 at school Tuesday 6th February 2024 (virtual meeting) Thursday 25th April 2024 at school Tuesday 11th June 2024 (virtual meeting) Thursday 18th July 2024 at school <p>all commencing at 6.30pm</p>	

The meeting closed at 8.45pm

Signed (Chair of Governing Board) Date:

ACTIONS FROM THE MEETING

OPS FGB 8.6.23

Chairs Initials.....

No.	Actions	By whom?	When?
7	<p>Minutes June's minutes to be sent to Julie</p> <p>MA-Strategic Plan as agenda item for October meeting</p>	AH Bev	ASAP
8	<p>Headteacher's Report</p> <p>Kapow presentation after October half term</p> <p>Notify parents of local authority advice to follow agreed procedure around holidays and specifically the issuing of penalty notices.</p>	SC SC	End of year asap
9	<p>Governor's Action Plan</p> <p>1.5 -awaiting writing moderation</p> <p>1.6 -Maths postponed to sept</p> <p>1.7 Phonics – reschedule in autumn</p> <p>2.1 History – report about to be issued</p> <p>2.4 Geography – report about to be issued</p> <p>2.5 Languages -meeting to be re arranged for September</p> <p>3.2 Pupil premium- report to be issued</p> <p>3.3 Character Muscles – report to be issued</p> <p>3.4 (done)</p> <p>5.3 Website – action to be completed</p> <p>6.3 Delegation – for review at oct gvs</p> <p>Ellen will revise the governors action plan for 2023-24 this autumn.</p>	<p>BL 1.2</p> <p>AT 1.3</p> <p>KH 1.4</p> <p>EH 2.1+2.4</p> <p>BL 2.5</p> <p>EH 3.2</p> <p>BL 3.6</p> <p>SW 5.3</p> <p>AH 6.3</p> <p>EH</p>	sept