

ASPIRE EDUCATIONAL TRUST

HOLMES CHAPEL PRIMARY LAC MEETING

Date: 23rd May 2023 at 4.00pm

Venue: At school

Attending: Richard Gregson (RG) Co-Chair, Roger Dixon (RD) Co-Chair, Jenny Gough (Vice Chair) JG, Fiona Gresty (Principal) FG, Lauren Brown (LBr), Heather Williams (HW), Chris Jackson (CJ), Paul Cudby (PC), Jean McLaren (JM), Nicky Waddington (NW)

Also Attending: Steve Wheeldon (SWh) Assistant CEO, Lisa Benskin (LB) Governance Professional, Carol Sharples (CS) Trustee, Vicki Bradford (VB) Deputy Principal, Jenny Ackerley (JA) and Sarah Williams (SW) Bursar, Heather Williams (HW)

Apologies: Paul Cudby, Charlotte Goodchild, Christopher Tottey-Gee (CTG),

No Apology: None

Quorum: The meeting was quorate with 91% attendance (voting members: 10 present 1 absent)

PART 1 – NON-CONFIDENTIAL BUSINESS

NO PART TWO

	AGENDA	CONTENT/MATTERS ARISING	ACTIONS
1.	Welcome and Apologies for Absence	<p>a. The Chair welcomed everyone to the meeting</p> <p>b. Apologies for absence were received and accepted from Paul Cudby, Chris Tottey-Gee and Charlotte Goodchild.</p>	
2.	Declaration of Pecuniary or Any Other Interests	<p>Governors were asked by the Chair to declare any potential interest or conflict of interest between an individual and the Governing Board in connection with the business to be discussed during the meeting.</p> <p><u>The following interests were declared:</u></p> <ul style="list-style-type: none"> • RD and NW are cousins in law • HW and SW are related by marriage • A family member of RG sits on the appeals panel for Cheshire East schools • CJ is Chair of Holmes Chapel Parish council. • CG is an employee at Wilmslow High School 	
3.	Declaration of Any Other Business	<p>Governors were asked by the Chair if they had any other business they wish to be considered at the end of the meeting.</p> <p>1. Governors wished to discuss the Parish Council meeting which Mark Bayley attended.</p>	
4.	Impact Statement	<p><u>What we want to achieve by the end of this meeting:</u></p> <p>1. Governors wanted to statutory update, refresh and update and where we are this term, Ofsted planning and updates, identifying training wanted in June meeting.</p>	
5.	Maths Curriculum Update	<p>Maths Lead Jenny Ackerley provided an update to Governors on the Maths Curriculum progress this academic year.</p> <p>JA advised that she joined the school in October, and it was fortunate that in the first half term there had been a maths subject review with MC which had provided useful context on where the school was at present alongside what the Trust aims and pedagogical working was.</p>	

	<p>JA advised that the school had received the resources to follow the Trust scheme of work but there had not been sufficient time before lockdown to have the appropriate support for staff to know how to use the resources as part of the scheme. This had led to frustration from staff and in the training, vacuum reverted to their own trusted resources which led to a lack of consistency across the school.</p> <p>JA spent time at Wilbraham and Wilmslow to learn how the Trust used the materials and was then able to tailor their use to Holmes Chapel and ensure consistent use across the school. The main support required had been how to turn the materials into a lesson. Staff are now able to use the lesson plan and ensure key concepts including bridging back and required key knowledge and learning alongside a hook to encourage engagement. Training is ongoing, and support has been provided on where to source the hook from. JA has developed a Toolkit with a bank of hooks etc for inspiration and consistency. There have been teething problems but with increased support and test lessons, the scheme was now ready to implement in the autumn term. JA intended to complete an audit of resources to check consistency across all classes. The groundwork now completed, implementation begins in September and will take place over the next couple of years.</p> <p>JA explained that there is a Trust wide maths mastery group called TRG, which is part of the NCETM (National Centre for Excellence in Teaching Maths) network groups where maths subject leads get together with a specialist which is Michelle Cobb for the Trust. JA felt that staff needed to enjoy teaching in the NCTEM way first and that it should become embed before further extension of any of the concepts.</p> <p>Governors were invited to ask questions of the Maths lead:</p> <p><u>Q – Has this scheme been launched in all years?</u> Yes, all years other than Reception (who use a different approach) are now using the NCTEM approach.</p> <p><u>Q – Has there been a good buy in from staff?</u> JA felt it was too early to tell at this stage but that this would be one of key priorities in the SDP for next year. Staff do not feel that they know their materials well enough yet to feel confident using them.</p> <p><u>Q – How long do you think it will take to see an impact?</u> JA expected that the teaching consistency would be present by Christmas. The approach was progressive so children will adapt gradually to the new way of learning. It was hoped that Teaching staff would be confident with the materials and teaching under the new scheme at the end of the Autumn term 2023. These are ideal timescales but there was an element of flexibility with that depending on progress.</p> <p><u>Q –Did the school not have a consistent approach previously?</u> JA advised that it was not that there wasn't consistent approach in that staff knew what had to be taught to pupils but that they would use different preferred resources such as White Rose Maths or Classroom Secrets. Not only did this mean that the vocabulary would be different over the different resources, but the worksheets did also not provide the lesson structure to ensure what is being taught is consistent across the school</p> <p><u>Q – Is this scheme tried and tested?</u> Yes, other schools in the Trust use this approach, in fact all of the 5 schools who had received Ofsted inspections this year, are using the scheme and Maths has been seen as a strength in the inspection reports.</p> <p><i>JA left the meeting at 16:20</i></p>	
6.	<p>Minutes of the Previous Meeting, Actions and matters arising</p> <p>a. The Part 1 minutes from the spring term meeting held on 7th February 2023 were confirmed as a true and accurate record of the meeting by Governors. The Chair provided approval for virtual signature of the minutes which would be confirmed via Governor Hub.</p> <p>b. Part 1 Actions from the spring term meeting held on 7th February 2023 there were no part 2 actions)</p>	Chair to sign minutes on GH

	Action	Outcome
5	FG advised that she would provide a copy of the written report to LB to be uploaded to Governor Hub.	Complete
6	RD, JG and CJ advised that they continue their work on the 16 questions during the spring term.	Finalise summer term, report Autumn Term
7	FG to provide to LB to upload to Governor Hub when available	Complete
9b	FG asked that Governors review the SDP and provide any comments in advance of the staff review session on 9th March 2023.	Complete
11b	LB to update TG, GH and GIAS following changes to LAC	Complete
14	FG to check that all required residential risk assessments had been completed.	Complete

c. **Matters arising from the meeting spring term meeting held on 7th February 2023**

There were no matters arising from the previous meeting held on 7th February 2023.

7. Chair's Actions

The Chair reported the action/s taken by The Chair or Vice-Chair on behalf of the LAC since the last meeting.

There had been no Chair actions required since the last LAC meeting.

The Co-Chairs had insured that the school was represented at the Spring term Hub meeting.

JG, RD and CTG met to discuss what Governors need to know in advance of an Ofsted visit as a result of advice provided to by JG's friend who is an Ofsted inspector.

LB highlighted the Ofsted folder and IDSR review in the agenda. FG and the SLT had gone through the questions SWH has provided and detailed the answers. Whilst this was a working document, it made the SLT feel better for completing the exercise and will be a good starting point to work from when notice of an inspection is received.

SWH is to provide training to Governors in person from 4pm 27th June 2023 at the school. LB was also asked to attend to provide Governor Hub training.

SWH & LB to provide training for HC Governors from 4pm on 27th June 2023 at school.

8. Finance

a. To receive and review the budget vs actual figures for the Spring Term 22/23

The Budget vs actuals report had been shared in advance of the meeting via Governor Hub. Governors were invited to raise any questions they might have on the contents of the same, but none were raised.

SW advised that the school was currently anticipated to be £12,000 in deficit by the end of the academic year which was a far better position than had been expected last term when the predicted outturn had been a £40,000 deficit. This had been achieved due to the MSAG and savings being made wherever possible. The energy efficiency grant of £18,000 had been used to upgrade the lighting across the school to LED, it is hoped that this will assist in the reduction of electric bills in the long term. SJ and SW are still working on the budget and trying to reduce costs where possible whilst still delivering what the school needs.

Residential visits and educational trips have been a cost to the budget this year as parents are struggling to pay for them and coach prices have gone up so much. The PTA have donated £1000 per class towards trips this year but it is unlikely this will be able to be repeated next year. As expenses for trips are not a mandatory contribution, there are serious considerations as to whether to reduce the number of trips and look at organising them for cheaper times of the year.

Reserves are very healthy and as such have been used to purchase up to date smart boards for every classroom to enhance learning. As they don't use bulbs and projectors, they will also help reduce running costs in the long term. The creation of the Nurture room at a cost of £16000 has also been funded from reserves. This will have a long-term impact both to those accessing the nurture room and the costs of staffing support for SEND pupils in receipt of an EHCP. There are now 3 TA's supporting 6 pupils who previously had one to one support.

Q – Is it possible to see a line-by-line budget for review?

Yes, this is used and updated regularly and can be provided to governors by SW upon request.

Q – Is there an authorisation process for accessing money from reserves?

Yes, the CEO and CFO must provide approval for the reserves to be used.

There have been some changes to personnel which have impacted on the budget. The current SMO (Site Maintenance Officer) is leaving, and a full-time replacement has been sourced.

A consultation process had commenced with support staff regarding pay scales, and this is part of what has hit the budget, but it is important to ensure that we reward hard-working long-term staff. No one has lost their job or been made redundant as part of the process. Paid session times have been amended to 8.30am to 12.30pm and 1.00 to 3.30pm to reflect the times actually worked by the TAs. All support staff have moved up one grade, whilst only small increases it enabled the SLT to encourage the TAs to be more flexible around roles. It has not been possible to build in paid training. The amended pay scales include provision for the expected £1925 increase.

Q – The Financial Benchmarking report states that support staff are low paid?

SLT had noted that and an advantage of the consultation, is that it has encouraged the school to think more strategically about where staff are working and not replacing staff that are leaving. Previous when an EHCP child has left or lost funding the member of staff has been absorbed elsewhere, this is something that will not be done moving forward.

b. To consider the draft budget for 23/24 *(this may not be prepared for the meeting but will be published on Governor Hub for your approval in due course)*

The Draft budget was not yet finalised for Governors to review. LB explained that once the draft budget was prepared, it would be added to the Finance folder on Governor Hub for governors to review and submit any questions they may have. SW advised that initially the budget was forecasting an £80,000 deficit but this has improved as costs have been reviewed and reduced. An area of increased costs has been cleaning. The contractors cannot recruit staff locally and we have therefore agreed to a 10% increase in the contract price in the short term to enable an increased cost per hour to be offered to encourage applications.

9. Standards

a. To receive a report on predicted pupil performance outcomes and discuss any mitigation, as well as drawing comparisons against national data. Consider in-year outcomes data for specific cohort groups.

Governors had received and reviewed the standards data for the school and the Trust in advance of the meeting via Governor Hub. FG provided the following key highlights:

Reception

The data from reception is different in that it is actual as opposed to predicted outcomes.

Yr. 1

The phonics screen takes place in June and the class have been doing mocks to prepare them. On track for 87% pass rate. Two SEND children will not take the test.

Yr. 2

There are concerns that a few of the class will not achieve ARE. It's apparent from the data and the recent book scrutiny that they are making progress, but staff have concerns about writing and are providing additional support.

Q – Is the reception reading data based on the ELG or Little Wandle reading goals?

Based on the ELG, there is an improvement being seen using the Little Wandle scheme.

Yr. 3

The class are performing well, especially with writing.

Yr. 5

A complex cohort with a high proportion of pupils with anxiety and behaviour issues, which is potentially an impact of Covid.

Yr. 6 TAs are going to help the Yr. 5 class with writing and maths to provide a boost for next year. The stamina needed for writing and behaviour for learning are not there so independent writing is not at the expected level.

Yr. 6

A cohort that has been a concern since Yr. 1 and so the progress scores will be important as opposed to overall data.

PP data

Yr. 1 - Two pupils who are not on track and are on the SEN register. One is due to be moving schools due to relocation and has been making excellent progress in the nurture room.

3 children have recently joined the school who have low levels of attainment for their respective cohorts. SWh noted that this was an issue across CEC at present and they are undertaking a review as a result as the data is significantly behind national levels. CEC schools are further apart and have generally smaller numbers of PP children which can make it difficult to target resources as the schools are only in receipt of small amounts of funding to work with. This is concerning as these are vulnerable children who we need to ensure are supported and have the best opportunity to learn. FG noted that the school had less and less PP children attending each year, probably due to the qualification bandings not having changed since 2018.

b. To receive information and updates with respect to preparations for the Summer Term Assessments

Governors noted the Phonics Tracking information that had been circulated in advance of the meeting.

[Phonics Tracking April 2023](#)

Q – Do any of the updates re-inform the school progression plan?

The SATs have now taken place for Yrs. 2 and 6, the reading paper was hard, and some children did not manage to complete the third text on the paper. There were a high number of questions to be completed in the timescale provided. The children took it in their stride which is the important thing.

The Yr. 2 reading paper was also difficult harder, and the subject matter of sheep shearing was unusual content. Interpretation of questions will be difficult for some, even one of the excellent readers struggled in this respect. The school takes a very relaxed approach to the Yr. 2 SATs and don't even mention them to the children, sadly more children are becoming concerned and aware of SATs due to parental conversations.
HW advised that she was disappointed with some of the reading results, but as the overall outcomes were down to teacher assessment the results achieved are not critical.

The school has been chosen for moderation for Yr. 6 which had been anticipated. LH would be providing support and meetings were arranged via the Trust with moderators to help prepare. Dissatisfaction with the process in CEC.
SWh advised that writing moderation across all three councils that Trust school's fall within can be stressful and traumatic for staff. Knowing your children and speaking confidently about them is key.

c. To consider the updated Ofsted Inspection Data Summary Report (IDSR)

Governors noted that the document had been circulated in advance of the meeting. LB explained that Trustees had requested that the LACs reviewed this data report as it had been clear, in recent Ofsted inspections, that the content was a focus for inspectors. It was therefore important that the LAC were familiar with the report and the explanations behind the school's data.

The key areas that were likely to be highlighted at Holmes Chapel were:

- Phonics
- Writing
- Maths

All of which the school was already working on and could evidence the changes that had been made and the improvement this had resulted into the data.

It was also noted that progress scores would be different this year as the current Yr.6 cohort had been severely disrupted in KS2 meaning that the progress made from the KS1 scores may not be as high as would usually be the case.

d. To receive and consider the PE and Sports Premium Impact Report

LB noted that this item was on the agenda as an aide memoire for Governors to ensure that they have reviewed this report before the deadline for publication on 31st July 2023. FG advised that the budget had not all been spent this year but that the CFO had confirmed it could be carried over.

10. Headteachers Report

The Headteachers report had been circulated in advance of the meeting and the following points were highlighted

a. Review numbers on roll

425 currently on roll

50 children confirmed to date for reception in September (PAN 60), they may increase. It was noted that other schools in the area had seen a reduction in admissions this year, partly due to a low birth rate.

Governors noted that Hermitage school had more first choice preferences than they had places. FG advised that CEC had provided a report showing how far away from the school places had been offered. Hermitage places were not more than half a mile from the school, whereas Holmes Chapel had places offered up to 12.3 miles away. It was noted that there had been a number of new estates built closer to Hermitage which would have impacted on their admissions this year. FG noted that the figure in reception may still rise in advance of the census date in October as often they had families from the Middlewich area who wanted spaces but didn't apply as they expected the school to be full. Parents would be able to see from the 1st September which schools had vacancies.

Q – What was the impact on the reduction in admissions?

A reduction in funding of approximately £40,000

b. Attendance

ALL 93.4% PP 92%

UA 1% PP 2.2%

PA 18% PP 22%

Attendance is something that the school has been focusing on. Weekly meetings are being held between VB, FG PRA and the attendance officer to identify reasons why a child has not been attending school and following the CEC process of letters and meetings. The school has not put anyone forward for a fine yet and are trying to avoid fining where possible. Most parents have been shocked at how low their child's attendance level was and once the impact on the child education is explained the school sees an improvement. Encouraging parents not to keep children off school with sniffles and send them in on the basis that they can always be sent home if necessary.

c. Exclusions

2 fixed term exclusions of 1 day for one child due to disruptive and aggressive behaviour for whom the school is currently in the process of applying for an EHCP

d. Review incidents of bullying/racism/protected characteristics/peer on peer abuse

Number of Protected Characteristics Allegations Spring 2023:1.

A child commented on a personal characteristic of another child.

11. SEND

To receive an update on SEND needs, challenges and any support required in the school.

The school has implemented significant changes since last term and introduced a nurture room to address children with specific challenges and complex needs. The nurture room works on a subject specific learning and provides a supportive learning environment for the children and avoids the detrimental impact on other children in the class and staff.

The majority of the children accessing the provision are in the process of obtaining a needs assessment or have an EHCP in place. The Boxall profile has been used to identify significant problems with their learning. The staff for the room have been selected carefully. The learning mentor who is leading the provision has been excellent and has been allowed autonomy to mould the room to their preference. Already, the room is providing lots of positive impact for the children and the rest of the staff and pupils. The last SENCo cluster meeting was held at the school for them to see the new provision.

	<p>Governors congratulated staff on a fantastic development which had been completed in house by the school and is excellent. Governors were also impressed that creating the provision had been discussed and agreed at the last meeting and it was already in place and providing benefit to pupils and staff.</p> <p><u>Q – How many pupils can use the room?</u> The Nurture room model is for no more than 8, but there is no specific number required or capped number.</p> <p><u>Q – Have parents been involved in the decision about their child accessing the Nurture room?</u> The school did not seek permission for the pupils to access the provision, but all parents have been informed about the room and that their child had been selected to use it and there had been no challenge.</p> <p><u>Q – Have the staff been happy to be allocated to the room?</u> Yes, the room is currently being used four mornings per week, and the learning mentor leading the provision feels part of a team as opposed to providing 121 interventions on her own. The staffing for the provision has been carefully thought about using strong, long-term staff to provide consistency for pupils.</p> <p>SEND numbers are below the national average for the size of school with 47 pupils on the SEND on register and 18 EHCPs. There have been two recent parental applications for EHCPs with one pupil now due to be moving to specialist provision. FG explained that the EHCP is awarded in hours, but CEC are consulting on a proposed move to a banding model which has been proposed by the Parent Carer Forum mainly due to confusion on what the hours model actually means in practice and that 32.5 hours does not mean they need 121 support. At the moment if a child is awarded an EHCP for 32.5 hours this means that they need support for all their time in school, but this does not need to be 121 support unless this is specifically specified in the plan. The purpose of the funding is to make sure that the pupils have all the help and support they need to support their learning. Unless it is specifically, we are doing more than they need. If child needs 121 all the time, then they are likely to need mainstream provision. The school only has one TA that is specifically allocated to a pupil. The nurture room model means less TAs are needed to provide the support required and means that the school has more chance of being able to fund the support using the high needs funding provided. The environment changes to be more suited to the children’s needs and automatically supports improved learning.</p> <p>The school also works closely with the high school on transition and aims to promote independence not dependence on one staff member.</p> <p>FG advised that there had been two recent complaints to Ofsted from parents feeling that their child’s SEND needs are not being met by the school. The complaints are anonymous. The process is designed to be accessed by parents who have exhausted the school's internal complaints process and remained unsatisfied. The school has not received any similar complaints through via the complaints policy however, which means they have not been able to investigate the specific issues raised.</p> <p>The complaints are distressing for staff. The school is required to submit a written response to the LA which the idea being that the LA then investigate any red flags following the response and report back to Ofsted. Two similar complaints in short succession could trigger an inspection, especially as the school is in the Ofsted window anyway.</p>	
12.	<p>Governance</p> <p>a. <u>To consider Governor wellbeing and any issues arising</u></p> <p>Governors were content, receiving updates from FG on any issues and attending school and keeping in touch. Governors noted the number of policies that appeared to be outstanding on compliance manager. LB and SWH noted that this should not be the case in light of the changes made to reduce the number of policy reviews required. LB advised that she would speak to Rachel Swann to ask her to look into why this issue had occurred.</p>	LB to speak to RS re outstanding policy reviews.

		<p>b. <u>To receive any changes to the membership of the Governing Board</u></p> <p>Governors noted that the terms of office of Richard Gregson and Christopher Tottey-Gee expire on 18th July 2023 and that as a result a parent governor election would need to be held this term to ensure the elected parents would be in place before the expiry of the current parent governors. LB advised that she would provide the Trust template letter and nomination form with FG to assist in the election organisation.</p> <p>c. <u>Governors self-review - Governor Skills Audit or 16 questions for LACs</u></p> <p>Governors reviewed the Skills Audit Gap Analysis which had been produced from the data held on Trust Governor and so did not include recently appointed governors. The Skills Data report was strong with access being available to professionals within the central team to assist with any reduced areas of experience. The 16 questions for LACs would be carried forward to the next academic year.</p> <p>d. <u>Cyber Security Training - all Governors to complete and provide certificates</u></p> <p>LB had reviewed the training log and noted that a significant number of governors needed to complete this training and update their training records by May half term. LB would chase those who had not done so after half term and was required to report to Trustees at the end of June.</p> <p>e. <u>To consider any Local Authority or Government updates requiring action</u></p> <p>The <u>SEND and AP Improvement Plan Summary</u> had been provided for Governor information and review in their own time.</p>	<p>Parent Governor election to take place in Summer Term to ensure new governors would be in place before the current governor's terms expired. LB to provide Trust template parent governor election documents to FG</p> <p>Governors to ensure that training records were updated or complete training by end of May half term.</p>
13.	Link Governor Reports	<p>a. <u>To note and consider the link Governor reports carried out during the Spring Term</u></p> <p>Governors noted the large numbers of visits that had taken place in the Spring and Summer term. LB noted the Governors were providing excellent monitoring. Governors were invited to ask any questions any of the reports that has been submitted, none were raised.</p> <p>b. <u>To consider and allocate the Link Governor Visits to be carried out during the Summer Term</u></p> <p>Governors noted the large number of reports already done and felt that the only report that needed to be done in the second half of the term was the Pupil voice exit interviews which would be done by JM and submitted in advance of the Autumn term LAC.</p>	<p>JM to report on pupil voice from exit interviews</p>
14.	Trust Updates	<p>a. <u>To receive and note the CEO's Spring Term report</u></p> <p>Governors noted that the CEO's report had been shared in advance via Governor Hub. Governors did not have any questions to raise of SWH.</p> <p>b. <u>To consider any additional Trust information to pass on to LACs from the Trustee Spring Term Meeting</u></p> <p>None</p> <p>c. <u>Does the LAC have any issues they wish to raise with the Trust?</u></p> <p>Governors felt that to the majority of parents the value of the Trust is invisible and that the Trust could do more to evidence this to the parents. Potentially an annual report/update for each school to share? SWH would raise this with the CEO team.</p>	

			SWh to discuss with the Executive team how the Trust could be more visible to parents
15.	Safeguarding	<p>a. To receive and consider any Safeguarding reports</p> <p>FG advised that safeguarding and health and safety was now a standing item on staff meeting agenda covering issues such as radar meetings, attendance and safeguarding concerns. Safeguarding training update for staff was booked in to take place on Tuesday 5th September in the morning.</p> <p>b. To receive and consider any Health and Safety reports</p> <p>Governors noted the update from SW and the Governor visit report from CJ. FG & CJ would be carrying out a Health and Safety walk on 22nd June 2023.</p> <p>c. To note the reporting of accidents including any RIDDOR reportable accidents</p> <p>FG advised that there had been a few occasions recently where an incident has happened in school, and it had then been necessary for the child to go to hospital overnight. Staff have taken this very seriously and thoroughly investigated the incidents from a Health and Safety perspective and reviewed first aid processes at lunchtime. If a child has an incident during breaktime, a red form will be sent to the office and one to the teachers' desk, so they know to check on the child during the rest of the day to see if there is any deterioration.</p> <p><u>Q – Does the school have a defibrillator?</u> Yes, there is a defibrillator on site by the library and staff are trained to use it.</p> <p>d. To receive details of any educational visits; review the arrangements for residential visits that take place before the next LAC meeting</p> <p>Yr. 6 - Kingswood Dearne valley CJ was requested to review evolve for the Local area visits risk assessment and confirm that he was happy with the same.</p> <p>e. Ensure Governors have attended or watched recording of Safeguarding for Governors training</p> <p>LB had reviewed the training log and noted that a number of Governors needed to complete this training and update their training records by May half term. LB would chase those who had not done so after half term and was required to report to Trustees at the end of June. LB to send reminder out to those still to complete via GH with links to training and training record.</p>	LB to send reminder out to those still to complete via GH with links to training and training record.
16.	Personnel	<p>Personnel updates including:</p> <p>a. Staff wellbeing</p>	

		<p>FG advised that the staff wellbeing forum was due to take place next week and that a large amount of the issues raised in the last staff survey have been addressed. Changes to how supervision is carried out have helped staff and TAs and returning to normality in school post covid has also assisted with morale. It was difficult to implement Little Wandle initially given the change in teaching style and content, however this has eased as staff have become used to the program and the improved outcomes have been seen. Ofsted is understandably on the teachers' minds, but we try to keep it low key. All staff know their subjects and are in a good place.</p> <p>b. Appointments and resignations</p> <p>A newly qualified class teacher has been appointed for September. There was a high number of strong applications for the role. A couple of TAs have left this term and will not be replaced. In the summer term, staff illness and absence has dramatically dropped albeit 5 members of staff tested positive for covid last week.</p>	
17.	AOB	<p><u>To discuss any other business declared at the start of the meeting</u></p> <p>CJ advised that he had attended a Parish council meeting which was arranged to discuss concerns about the continuing growth in housing and population in Holmes Chapel. Mark Bayley (Holmes Chapel resident) attended the meeting which also including representatives from Hermitage and the High school. Mark Bayley was asked various questions including; How projections for pupil intake were calculated? How were pupil requirements assessed? Where will the new residents at bluebell green fit? CJ advised that he had a degree of confidence that CEC have a means of assessing pupil intake and had demonstrated that school capacity in Holmes Chapel is not an issue and advised that Holmes Chapel High School is constructing a new building for 150 pupils. The message was that CEC were supportive of schools in the area and want to do as much as they are able to do so.</p>	
18.	Impact Statement	<p>a. <u>To review the intended impact of this meeting:</u></p> <p>Governors achieved the objectives set out at the start of the meeting.</p> <p>b. <u>To consider items for the Autumn term agenda</u></p> <p>None</p>	
19.	Date of the Next Meeting	<p>a. <u>The meeting dates for the next academic year were agreed:</u></p> <p>4th September - SDP Review 5th September - Safeguarding Training Autumn Term – 4.00pm Tuesday 17th October 2023 Spring Term – 4.00pm Tuesday 13th February 2024 Summer Term – 4.00pm Tuesday 21st May 2024</p>	

	Action	Deadline
6a	Chair to sign minutes on GH	Summer Term
6b	RD, JG and CJ to work on the 16 questions during the summer term for review at the Autumn Term meeting.	Autumn Term LAC
12a	LB to speak to RS re outstanding policy reviews.	ASAP
12b	LB to provide Trust template parent governor election documents to FG	ASAP
12b	Parent Governor election to take place in Summer Term to ensure new governors would be in place before the current governor's terms expired.	Summer Term
12d	Governors to ensure that training records were updated or complete training by end of May half term.	Summer Term
13	JM to report on pupil voice from exit interviews	Autumn Term LAC
14	SWh to discuss with the Executive team how the Trust could be more visible to parents	Summer Term
15e	LB to send reminder out to those still to complete via GH with links to training and training record.	Summer Term

Governor Attendance at LAC Meetings 22/23

P = Present A = Apologies Received

Governor	Category	Start Date	End date	Summer Term 14/6/22	Autumn Term 18/10/22	Spring Term 8/2/23	Summer Term 9/5/23
Fiona Gresty (Principal)	Ex Officio	N/A	N/A	P	P	P	P
Roger Dixon (Co-Chair)	Co-opted	19/10/21	18/10/25	P	P	P	P
Richard Gregson (Co-Chair)	Parent	19/7/19	18/7/23	P	P	P	P
Jean McClaren	Co-opted				P	P	P
Jenny Gough (Vice Chair)	Co-opted	12/2/23	11/2/27	P	P	P	P
Christopher Tottey-Gee	Parent	19/7/19	18/7/23	P	X	P	A
Nicky Waddington	Staff	7/11/22	06/11/26			P	P
Paul Cudby	Co-opted	9/2/21	8/2/24	A	P	P	A
Heather Williams	Staff	21/7/21	20/7/25	P	P	P	P
Chris Jackson	Co-opted	14/5/22	13/5/26	P	P	P	P
Charlotte Goodchild	Co-opted	14/6/22	13/6/26	P	A	A	A
Also in attendance:							
Vicki Bradford (VB)					P	P	P
Steve Wheeldon (SW)					P	P	P
Lisa Benskin (LB)					P	P	P

Sarah Williams (School Business Manager)				P	P	P	P
Carol Sharples (Trustee)						P	P

Meeting closed at 18.45pm

Signed Virtually:

Date:

Chair