

Directors' Note for Portfolio Groups

Portfolio title: Brayford/Umberleigh LGB

Date of meeting: Thursday 23rd May 2019, 6pm, Brayford Primary Academy

Attended by: Penny Wignall (Chair – Brayford), Caroline El-Marazki (Chair – Umberleigh), Charlotte Janisch, Helen Cooke, Corrine Smith (Head of School), Verity Goss (Clerk)



Brief overview of discussion

Procedural items

Welcome, Apologies and Introductions

PW welcomed all to the meeting. PW explained that Sue Davies had stepped down as chair of the Local Governing Body. The new structure as recommended by the RSC included one trustee assigned as chair for each board. PW was assigned as chair for Brayford, CEM as chair for Umberleigh.

Sign off previous minutes

Minutes agreed and signed as an accurate record of the meeting.

Matters arising brought forward by Chair

Kitchen cook cover across the trust – CS explained what cover was in place if there was an issue in the future, and confirmed that photographs of children with food allergies were displayed in the kitchen.

Brayford minibus parking – CS informed local governors that slabs were to be put in place next to the drive for the minibus to be parked on.

Space for Brumblebees at Umberleigh long term plan – local governors discussed the need for additional indoor space if numbers were to increase. PW stated that this would need to go forward to trustees for consideration of the next stage. More information was required on how full the sessions were currently/expected numbers from September.

Any correspondence

None received.

Monitoring and Accountability

Progress on SIP at Brayford Key Questions: Review progress in Maths with higher achievers

CS stated that two children from the current Year Six were judged to be working at greater depth. One child in Year Two was working at greater depth, with one who may reach that level by the end of term.

Current Y5 – no children had achieved greater depth at the end of KS1, two children in this cohort were now working at greater depth.

Y4 – no children working at greater depth.

Y3 – two children in cohort had achieved greater depth at the end of KS1, one was on track to maintain this, the other had not quite managed to do so. CS explained that staff were continuing to monitor this in depth to ensure that appropriate support was in place.

CS stated that the additional teacher in KS2 had had a great impact on this children. HC reported that parent feedback on this had also been positive. CS stated that the confidence of middle achieving children had greatly increased.

Progress on SIP at Umberleigh Key Questions: Review progress in writing at Umberleigh. Demonstrate expected standards through examples.

CS stated that good progress had been made – children were taking more responsibility for their writing, and now had more stamina for working on a particular piece and editing their work. Spelling still needed work – CS explained that there would be an intensive focus on this next year.

CS distributed a selection of children’s writing work for local governors to examine. Local governors discussed the levels of corrections, and children learning to review their own work and to pick up on errors themselves.

CS stated that Read Write Inc. had had a positive impact on the writing in KS1.

On Safari Review

CS reported that children had been finding out about life in Africa and comparing it to life in the UK. They had also been looking at endangered animals and conservation work, and were looking to organise a debate with the older children about zoos. Children’s general knowledge about the continent had increased. CS confirmed that children were enjoying the topic, and there had been a successful trip to Paignton Zoo, which had included some very good workshops. The two schools would join together to have an ‘African Day’, which would include art and drumming.

SATs Review, Children’s Experience and Expected Outcomes

CS stated that children had got through the week without worrying or stressing, and some had stated they had enjoyed the week. All had tried their best and had worked hard.

Safeguarding Report

Julie Wells had taken on the role of deputy safeguarding trustee and would be visiting both Brayford and Umberleigh to talk to children. Two parents had been banned from the school site at Brayford until after half term following an incident. There were ongoing concerns for one of the children involved – were on a watching brief.

Health and Safety Report

No major issues to report – most items were small maintenance issues. The library at Umberleigh was being redesigned to make a more welcoming space. The covered area at Brayford was now done, and the new door between the infant classroom and Brumblebees had been installed. CS confirmed that the yurt at Umberleigh was being used, with benches and cushions in place. CS stated that it was good to have a different type of space, and it was used for sessions such as storytelling and shared reading. The shed for the reading den at Brayford had been cleaned out, lunchtime supervision was to be organised to enable its use.

Report on Trips, Visits and Residentials, Outcomes and Future Plans

Y3 had been away on an overnight trip to Lee Abbey – all had attended, enjoyed the experience and had responded well.

Y4 would be going to Roadford in June – again there had been a high uptake.

Y6 were currently away for a week at the Ultimate Adventure Centre. CS had been to visit, and they were enjoying themselves and showing great confidence.

Strategic

Progress on Park and Play Umberleigh

Potential plans were available for parents to look at – final plans for equipment were not yet set. Local governors agreed it was important to involve children/parents/the community to gain input into what was wanted – idea of suggestion boxes. Local governors discussed making the area useful for mixed age groups. Currently the project was a candidate for the Calor Gas Community Fund – awaiting shortlisting.

Review Current and Projected Pupil Numbers

Brayford – currently 33 on roll, next year projected 28, year after 25. What happened once numbers reached this level? Nothing automatically happened, but the RSC would need to be notified – schools were monitored in terms of financial viability. Local governors discussed what publicity had been already put in place, and what could be done further. Was there any plans for new houses? Nothing planned in Brayford – there was a new development being built in South Molton – publicity to be arranged for the development office. Local governors felt it would be important to emphasise the short journey time.

Umberleigh – currently 35 on roll, 36 expected next year, 35 the following year.

Staffing for 2018/2019 including review of staff changes during the Easter Term

CS reported that the breakfast club was working well at Umberleigh. The Brumblebees leader at Brayford was leaving, Michelle Potter was now in place for this role. CS reported that she was very good in the role, both with the children and the parents.

Attendance including Pupil Premium data

Brayford – 96.59% overall. Pupil Premium children: 86.97%, 98.00%, 98.00%, 70.00% and 90.00%. The Educational Welfare Officer visited each term – on advice letters had been sent to the parents of children with 70.00% and 90.00% attendance, who had been on a holiday when their attendance was already low. Agreed overall attendance was good considered there were some low attenders. Six children had 100% attendance.

Umberleigh – 95.96% overall – just under target. Pupil Premium children were all within the target. Child with lowest attendance had 89.00%. Generally staff were on top of attendance.

Bumblebees Update

Numbers were expected to drop a little in September due to Reception intake – were still hoping to keep open five days a week.

Marketing and Publicity

Discussed earlier in the meeting.

Update on TEAM Multi Academy Trust

No update at this meeting.

Meeting ended 7.50pm.

Date of next meeting: Thursday 18th July 2019