

**MINUTES OF ST. MARY'S & ST. SAVIOUR'S C of E PRIMARY SCHOOLS'  
LOCAL GOVERNING BODY MEETING  
HELD ON 6th July 2023  
AT 4PM**

Present: Canon Ade Ademola (Chair)  
Beverley Hall  
Amir Lemouchi  
Emma Cherry (Head of School – St. Saviour's)  
Joe Pitchford (Head of School – St. Mary's)  
Vanessa Conant  
Victoria Haworth  
Iftakhar Latif  
Ruth Keane  
Gabriel Gottlieb

Clerk for the Meeting: Alison Brown

**1. PRAYER, WELCOME AND APOLOGIES FOR ABSENCE**

- 1.1 The Meeting commenced with a Prayer.  
Apologies for Absence were received and accepted from Bonnie Buckley and Stephanie Shaldas
- 1.2 There were no Apologies for Absence not accepted.
- 1.3 The Meeting was quorate.
- 1.4 There were no Any Other Business/Confidential Items to be discussed.

**2. DECLARATION OF INTERESTS**

- 2.1 There were no Declarations of Interest noted.

**3. LOCAL GOVERNING BODY**

- 3.1 The Clerk confirmed membership of the Governing Body . There would be a staff Governor vacancy in September with an election to be held.
- 3.2 All DBS Checks had been completed.

**4. MINUTES**

- 4.1 The Minutes of the Meeting held on the 9th March 2023 were agreed as a true record of that meeting and the Chair agreed to sign the Minutes for retention at the School.

**5. SCHOOL ITEMS**

- 5.1 Headteacher's Report – St. Saviour's C of E Primary School

- 5.1.1 The HT noted it had been a successful year with quality first teaching remaining the priority. Children performing in the bottom 20% were all invited

Chair's Initials:

AA

to easter school, saturday school and after school boosters with a very good uptake of all sessions.

5.1.2 The accelerated leaders continued to deliver on projects across the school with reading, writing and maths being key focuses. These projects were showing real impact, in particular raising the profile of reading among reluctant readers and engaging with parents to achieve this. Moderation was also taking place to ensure writing showed consistency as pupils moved through year groups.

5.1.3 The school was recognised as a school of sanctuary in January and continued to work with refugees. More families had been welcomed and the process had been refined. The families had become part of the community and children were well settled and engaged.

*Question: Are you still working with the hotel?*

*Answer: A lot have now been rehoused, 1 new family has arrived who we are working with. We also have offered volunteering opportunities to residents to allow some experience working and also to aid with their mental health.*

5.1.4 Quality of teaching and learning continued to be the highest priority with with the recent SIAMS inspection highlighting the excellent teaching on display at St Saviour's

5.1.5 High quality staff coaching and CPD sessions ensured the professional development of all staff continued to allow them to deliver the highest quality of teaching. Expert teachers modelled best practice and the tri-coaching programme continued to show success in teachers obtaining consistency across a broad spectrum of lessons.

5.1.6 Phonics had been a particular focus with those who had not passed in the last the academic year made accelerated progress to ensure they were ready for year 2. A pass rate of 93% had been achieved in year 1 and 100% in year 2. Boosters were in place for the few who had not yet met the pass mark.

*Question: How did SATS go?*

*Answer: All pupils and staff were committed and dedicated to getting the best achievement. The reading paper in particular was difficult with a long test using difficult language. Results are expected soon*

*Question: Do you have a different approach to refugees/asylum seekers for SATs?*

*Answer: The approach is the same, assess, engage and personalise the support that may be needed. Additional programmes are in place for those who have English as a second language*

5.1.7 The year 4 multiplication test had achieved a 91% pass rate. Interventions were in place for those who did not achieve this to ensure they are ready for year 5. Year 3 pupils were also receiving sessions to practise these important recall skills.

5.1.8 Behaviour continued to be excellent in class and around the school. A consistent approach which was modelled by staff with the behaviour policy being followed.

Stay on green charts recognising excellent behaviour along with star of the week assemblies are used to show the value of excellent behaviour. A small number of pupils continue to need support with 4 children being on behaviour charts, 3 of whom will be moved off as they have worked on their set targets and shown consistent improvement.

- 5.1.9 Attendance was very good at 97%.. Assemblies take place to celebrate highest achieving classes and support is targeted to those who are need of assistance to maintain good attendance
- 5.1.10 A large number of enrichments opportunities had taken place including Zoo visits, crazy golf, london museum visits and opera for young people. Year 6 had participated in the climate action project and all pupils had taken part in Earth day and vegan day These opportunities provide children with a chance to celebrate their achievements and take learning outside of the classroom.
- 5.1.11 Transition day had taken place with pupils meeting their new teachers and new reception pupils and parents having the important opportunity to come into school and meet their teachers and classmates
- 5.1.12 All safeguarding concerns are addressed promptly. A 2 yearly audit by the LA had been completed and submitted last week and Victoria, safeguarding link governor due to visit the following week.

## 5.2 Headteacher's Report – St. Mary's C of E Primary School– verbal

- 5.2.1 Moderation had taken place in both year 2 and year 6. This was a standard visit which takes place every 4 years. A broad range of work was assessed in year 2 with moderators being impressed with the standards and agreeing with all teacher assessments In year 6 writing was assessed and again assessors agreed with all assessments given.
- 5.2.2 Year 2 SATs results were maths 97%, Reading 97% and literacy 96% . Year 6 SAT's results were expected to be released in the next few weeks.
- 5.2.3 Year 4 multiplication check had taken place during the summer term with 82% of pupils scoring above 20. Those who had not achieved this had daily intervention sessions to ensure rapid progression ahead of year 5.
- 5.2.4 EYFS teachers continued to raise attainment in Reception with the percentage of children achieving ELG's in reading, writing and Maths rising year on year.
- 5.2.5 The phonics screening test for year 1 took place in June with 98% of pupils passing. This is an essential skill for pupils and shows a strong prediction for future success in reading and other subjects.
- 5.2.6 Boosters continued with year 5 pupils attending for the first time and proving to be very popular. The boosters focused on essential arithmetic skills required for year 6. Saturday school also continued and has demonstrated great success.

- 5.2.7 The 'we cannot walk alone' project has returned this term with pupils of themed lessons in literacy, reading and art taking place focusing on those displaced by natural disaster, famine or war. Age appropriate texts have been selected for each year group and this will culminate in a festival displaying the children's work.
- 5.2.8 Stay on green continued to be used to manage behaviour creating a culture where children demonstrate the schools values and meet behaviour expectations. There have been 4 suspensions this term, these were all the same child with complex needs who repeatedly hurt staff. Multi agency support was in place and alternative provision has now been arranged.
- 5.2.9 Safeguarding systems remained robust with disclosures being reported immediately to the DSL.
- 5.2.10 Attendance remained strong at 96% fro the term and 95% for the academic year.  
*Question: Attendance has been in the news recently, is this an issue?*  
*Answer: We have policy and processes in place to stop non attendance becoming an issue and do not have any persistent non attenders currently.*
- 5.2.11 The school has recently been awarded the Eco-schools green flag award which acknowledges and celebrates the ecological achievements of young people. Miss Phillips-Hall's application on behalf of the eco council was recognised by the judges as of such high standard that they will be using it as an example of best practice to other schools applying for the award
- 5.2.12 A number of guest speakers had lead assemblies this term, climate scientist, staff from KCL and former Archbishop of Canterbury, Rowan Williams who spoke to all of the children about aspiring to be a person for whom others are grateful. He spoke movingly to the children on this topic and drew attention to our vision and its meaning.
- 5.2.13 Summer events including World Vision, spirituality day, leavers celebration and scoot fit will take place this term A series of lessons on Kenya will be taking place in collaboration with the diocese of chelmsford. In the autumn term, one of our Assistant Headteachers, Ms Ford, will then visit Kenya to share the work of our children and forge bonds with a school there.  
*Question: Less children are coming through from the church, how does this affect the school?*  
*Answer: We serve the community and parents buy into our vision and values.*  
*Question: Have there been any particular challenges this year*  
*Answer: the continued building works and dealing with moving deadlines and industries has been a challenge as these are things that are out of our control.*
- 5.3 SDP Review – St. Saviour's C of E Primary School
- 5.3.1 Governors noted this item.
- 5.4 SDP Review – St. Mary's C of E Primary School

- 5.4.1 Governors noted this item.
- 5.5 Admission Report – St. Saviour’s C or E Primary School
  - 5.5.1 Governors noted this item.
- 5.6 Admission Report – St. Mary’s C of E Primary School
  - 5.6.1 Governors noted this item.
- 5.7 Pupil Premium Review – St. Saviour’s C or E Primary School
- 5.7.1 Governors noted this item.
- 5.8 Pupil Premium Review – St. Mary’s C of E Primary School
- 5.8.1 Governors noted this item.
- 5.9 Sports Premium Review – St.Saviour’s C of E Primary School
- 5.9.1 Governors noted this item
- 5.10 Sports Premium Review – St. Mary’s C of E Primary School
- 5.10.1 Governors noted this item
- 5.11 RSE Report
- 5.11.1 Governors noted this item
- 5.12 PE Report
- 5.12.1 Governors noted this item
- 5.13 Statutory assessment report-verbal
- 5.13.1 Statutory data had not yet been released and would be discussed at the next meeting
- 5.14 Meeting planner of dates
- 5.14.1 Governors noted this item
- 5.15 Term dates 2024-2025
- 5.15.1 Governors noted this item

## **6. POLICIES**

### **6.1.1 The following policies were ratified by the Full Governing Body**

Anti-Bullying POP St Saviour’s  
Anti-Bullying POP St Mary’s  
Prevention of Extremism and Radicalisation  
Vision St Mary’s  
Vision St Saviour’s  
SMSC policy St Saviour’s  
SMSC policy-St Mary’s  
Handwriting  
PE Policy  
Use of Reasonable Force  
Staff Handbook St Mary’s  
Staff Handbook St Saviour’s  
RE Policy  
Collective Worship POP St Mary’s  
Collective Worship POP St Saviour’s

## **7. DATE AND AGENDA ITEMS FOR THE NEXT MEETING**


- 7.1 Full Governing Body Meeting 7th December 2023 at 6pm via zoom

## **8. ANY OTHER BUSINESS**

- 8.1 Thanks were conveyed to everyone to Iftakhar for his tireless work on the refugee project. A family would be arriving in October and this could not have been achieved without his help.
- 8.2 Confidential item recorded separately

The Meeting closed at 6.15pm with a Closing Prayer.

Chair: .....Canon Ade Ademola..... (print)

.....  ..... (sign)

Date: .....07/12/23.....

Chair's Initials:  AA
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