

**MINUTES OF THE MEETING OF THE
ST. MARY'S & ST. SAVIOUR'S C OF E PRIMARY SCHOOLS'
LOCAL GOVERNING BODY
HELD ON 2ND APRIL 2025 AT 4PM
BY VIRTUAL ZOOM**

Present: Canon Ade Ademola (Chair)
Beverley Hall
Joe Pitchford
James Pawley
Emma Cherry
Iftakhar Latif
Vanessa Conant
Ruth Keane
Gabriel Gottlieb
Barry Hopwood

Clerk to the Governors: Alison Brown

Summary of agreements and actions:

Minute reference	Formal agreements and/or actions identified	Named person(s) for action(s) identified	Completion date
5.2.1	Thanks to be noted to all staff on this achievement with particular thanks to JOe, Emma and Amir	all	
5.2.1	Report on new framework to be provided once this is in place	BH	Summer term

1. PRAYER, WELCOME AND APOLOGIES FOR ABSENCE

- 1.1 The Meeting commenced with a Prayer.
- 1.2 Apologies for Absence were received from Amir Lemouchi, Jenni Matthews, Stephanie Shaldas and Stephanie Kreft.

2. DECLARATIONS OF INTEREST

- 2.1 There were no Declarations of Interest noted.

3. LOCAL GOVERNING BODY

- 3.1 The Clerk confirmed membership of the Governing Body.
- 3.2 The re-appointment of Ruth Keane and Iftakhar Latif as foundation governors was noted
- 3.3 To note end of Gabriel Gottlieb's term as parent governor

4. MINUTES

4.1 The Minutes of the Meeting held on the 5th December 2025 were agreed as an accurate record and signed by the chair

5. SCHOOL ITEMS

5.1 Head of School report- St Mary's

Governors acknowledged receipt of this item

5.1.1 JP noted that the 8 step lesson plan continued to be a priority across all subjects to ensure that every lesson incorporates opportunities to revisit previous knowledge, develop recall, and apply learning. Teachers are receiving training to use assessment for learning to further measure progress effectively. Live marking continues to be a focus to allow teachers to give instant feedback and correct misconceptions.

5.1.2 Targeted intervention sessions are running before school, after school and on Saturdays. Attendance at these interventions is carefully monitored to ensure all identified pupils receive the necessary support.

5.1.3 Pupils reached the national final of the F1 in Schools competition, coming 6th overall and won an award for sponsorship and marketing. Judges noted the quality of their design, engineering, and presentation. St Marys continues to develop links with a school in India. Following successful meetings, an interactive session where pupils from both schools will engage with one another, sharing experiences and perspectives is planned before launching the Formula 1-based STEM project. The STEMazing Experiences programme continues with the next steps being engineering sessions using two GreenPower kart kits for Years 5 and 6.

5.1.4 The Mini Masterworks galleries took place this term, giving parents the opportunity to purchase framed artwork created by their children. The event was a resounding success, with many families attending and celebrating the creativity of our pupils. Parents shared overwhelmingly positive feedback from this event.

5.1.5 There was a continued focus on the curriculum with ongoing weekly CPD sessions for teachers to reflect on their practice and refine their use of the 8 step plan. A strong emphasis has also been placed on live marking and fostering purposeful learning behaviours to enhance pupil progress.

5.1.6 ECT's continued to receive bespoke mentoring and support to develop their practise and the ALPS have been working on projects involving year 1 and 3 interventions using data driven approaches to enhance planning and support pupil progress.

5.1.7 Attendance is 96.34%, well above the national average of 94.8%. Efforts to improve attendance, including ongoing communication with families and targeted interventions, led

by the SENDCO. Attendance is tracked weekly and the external attendance officer works closely with the school and families who need additional support.

5.1.8 There had been no suspensions, racial or bullying incidents this term. There had been 1 HSB incident which was investigated and additional support put in place. 3 pupils were currently on behaviour plans, these are reviewed on a regular basis.

5.1.9 The young transformers programme continued to be a success with pupils taking part in a range of activities designed to develop the 5C's (Community, Curiosity, Confidence, Creative, Caring) These included Bollywood dancing, litter picking a West End musical workshop and visits from an inspirational speaker. The courageous advocacy project also continued with pupils taking part in TED-style talks on global topics such as climate change and poverty.

5.20 Online safety week had recently taken place with pupils engaging in lessons on online safety, scams and protecting personal information.

Question: How do you teach children to recognise 'fake news' and AI content

Answer: We have a project called what is the truth which teaches children to look at different sources and to think critically about the information that is being presented to them. We recently had the 2 Johns workshop for pupils, parents and staff. This was a session focusing on what children were doing online and how they and we can monitor this and keep them safe. It is important to maintain open communication between parents and children. AI is getting stronger in producing images and videos, it has its benefits as well but we all need to be aware of the risks. A further session with the 2 Johns has been scheduled to focus on the risks of AI

Question: Waltham Forest have a childhood free from phones project. Is this something the schools would get involved with?

Answer: That would be a parental decision rather than a school one. Phones are locked in the school office during the day so pupils don't have access to them whilst at school

5.21 There were currently 6 children with social worker involvement, 12 children of concern, 1 child in need plan and 1 new child protection plan in place

5.21 112 families chose St Mary's as their first choice of school this 2025, with 188 as one of their top 3 choices.

5.2 Head of School report- St Saviour's
Governors acknowledged receipt of this item

5.2.1 JP noted that on Tuesday 25th and Wednesday 26th February St. Saviour's was inspected by Ofsted. As part of the inspection, the inspector considered everything that makes St. Saviour's such an exceptional school: our broad and balanced curriculum, the behaviour and attitudes of our children, the many ways we provide enriching experiences, and, of course, how well we prepare children for their future. Ofsted found St. Saviour's is outstanding in all areas which is a testament to the hard work of all the staff at St Saviour's

ACTION: Thanks to be noted to all staff on this achievement with particular thanks to JOe, Emma and Amir

ACTION: Report on new framework to be provided once this is in place

5.2.2 The 8-step lesson model means that teachers have a clear understanding of the most effective teaching practice. Teachers are quick to identify and correct mistakes and have excellent subject knowledge. This was also noted by the ofsted inspector. The continued focus on early readers aims to give children the strong foundations needed to excel in later years. The reception team works hard to ensure clear teaching and consistency is in place. The curriculum continues to be refined to ensure that there is a careful, logical, and incremental development of skills and knowledge.

5.2.3 The arts continue to be an important part of school life with a mini masterwork exhibition taking place this term along with the big art project. Both have been a huge success in bringing the school community together.

5.2.4 Behaviour and attitudes continue to be outstanding at St. Saviour's. Teachers and support staff continue to have the highest expectations for conduct in and out of the classroom. There have been 0 exclusions or suspensions this term. There have also been no reported incidents of bullying or racial incidents. There are currently 2 children on behavior charts and 2 on pastoral support plans.

5.2.5 There are currently 2 children on a child in need plan and 1 on a child protection plan. There are also 4 children with social worker involvement and a further 6 children of concern. During the upcoming easter holidays we continue to offer support to those on child protection and children in need plans

Question: Is there a change to the numbers of children on these plans from last term?

Answer: There is one child who moved from a child in need plan to social worker involvement and a child who was taken off the child of concern list. We continue to monitor them closely.

5.2.6 Attendance remains strong at 96%. We continue to work closely with teh EWO to ensure support is given to those in need and meetings have taken place during this term with parents to support and challenge where appropriate.

5.2.7 The young transformers programme continues to provide each child with unique transformative experiences. This term we have had mindful movement classes, Bollywood dancing workshops, a West End Musical workshop and even a visit from Professor Bubble works. These events and activities are a vital part of the work we do to develop the whole child.

5.2.8 The annual Science Symposium took place this term with children bringing projects completed from home to be displayed along with a teacher-led series of large scale experiments. The event was a tremendous success and reinforced the centrality of science in our offer.

5.2.9 The big art project is a collaboration project with sculptures made in different mediums created in groups which have been placed around the school. There are links with the curriculum with year 6 for example doing a piece based on the blitz. The project has been a huge success and pupils can talk about how and why each piece was created

5.2.10 Our two ALPs are both leading projects which are already having significant impact. One project is on ensuring children master vital number facts while another project is on ensuring children in key stage 1 develop fluency in foundational arithmetic skills.

5.2.11 It was noted that the Syrian refugee family who St Saviour's have been supporting with raising funds and finding suitable housing have been in the country since December and have settled in well. Sadiq khan will be visiting soon to recognise the work that the school does in welcoming refugees.

5.2.12 Interventions continue to take place with Saturday school, Easter school and summer school all in place and targeted at those who need additional support. Easter school has a good uptake with 32 of 27 children due to attend

Question: SATS results last year were amazing. How do you plan on maintaining this?

Answer: We ensure that the curriculum remains broad and balanced and that children want to attend school and not be stressed about the SATS. We ensure they go in well prepared and confident. We ensure we find vulnerabilities early and that they have the foundations in place well before year 6. By looking at the data from year 4 for example we can see what support is needed and where.

6.3 SDP mid year review-St Mary's
Governors acknowledged receipt of this item

6.4 SDP mid year review- St Saviour's
Governors acknowledged receipt of this item

6.5 Pupil Premium review-St Mary's

Governors acknowledged receipt of this item

6.6 Pupil Premium review- St Saviour's
Governors acknowledged receipt of this item

6.7 Sports Premium review-St Mary's
Governors acknowledged receipt of this item

6.8 Sports Premium review- St Saviour's
Governors acknowledged receipt of this item

6.9 History Report
Governors acknowledged receipt of this item

6.10 Literacy Report-
Governors acknowledged receipt of this item

7. Governors reports

7.1 Curriculum report

Ruth was thanked for her recent visit to observe the teaching of maths and spelling

ACTION: Arrange a further visit for the summer term

7.2 Safeguarding report

Governors acknowledged receipt of this item

6. POLICIES

The following policies were ratified:

EYFS Reception POP
Suspension and permanent exclusion
Complaints Policy
Marking and Presentation Policy
Learning Mentor POP
Business Continuity Plan
Lockdown
Art

7. DATE AND AGENDA ITEMS FOR THE NEXT MEETING

7.1 Full Governing Body Meeting 3rd July 2025 4pm

7.2 Agenda Items

7.2.1 To be advised.

8. ANY OTHER BUSINESS/CLOSING PRAYER

8.1 A discussion took place on a concern which had been raised by a parent regarding the increased cost of the residential trips and afterschool clubs. It was noted that the internal afterschool club cost had risen by 50p but that other clubs were externally run and are more expensive and would need to be looked into along with the cost of the residential trip.

Question: Do those on benefits get a subsidy for clubs and trips?

Answer: No but the school has a separate fund to help anyone who needs it. This fund is there to help anyone in financial hardship and is used for things like hampers at christmas and easter as well as more day to day things like uniforms. Anyone who is suffering with financial hardship is urged to speak to the school office or the headteacher and we always offer as much help as we can. We will reiterate in the newsletter that parents can come and speak to us in confidence.

The Chair thanked everyone for attending the Meeting.

The Meeting closed at 17.30pm with a Prayer.

SIGNED: _____  _____ (Chair)

DATED: _____ 3/7/25 _____