



**The Viridis Federation
Southwold Primary School
Minutes of the Sub Committee Meeting**

Held on 17 November 2022 from 5pm to 6.15pm at Southwold Primary School

Governor	Role	Term End	Present	Attendance
Alberta Senyah	Co-opted Governor and Chair (11/23)	08/25 (T2)	Y	1/1
Lenna Marson	Co-opted Governor	08/25 (T1)	Y	1/1
Aya Haidar	Parent Governor	08/25 (T1)	A	0/1
Cllr Ian Rathbone (IR)	Local Authority Governor	08/26 (T2)	Y	1/1
Rachel Davie (RD)	Executive Head Teacher	n/a	Y	1/1
Others in attendance				
Rachel Carr	Headteacher, Southwold School	n/a	Y	1/1
Noah Birksted Been	Associate Governor and Vice Chair (11/23)	n/a	Y	1/1
Clerk				
Jane Ware	Hackney Education	n/a	Y	1/1
Governor attendance at this meeting			86%	
Governor attendance year to date			86%	

Actions Log

Date / item	Action	Who	When
17/11/2022, 8.2	RD to request that IT check the calendar download function on the websites of Orchard and Southwold.	RD	ASAP

PART ONE: Non-Confidential – Main Business

1.0	Welcome, Apologies and Consent for Absence
1.1	The Chair welcomed all to this meeting of the Sub Committee for Southwold School.
1.2	Apologies were received from AH and it was noted that IR was running late.
1.3	The meeting was confirmed as quorate.
2.0	Governing Body Organisation
2.1	Membership
2.1.1	Membership of the Governing Body was acknowledged.
2.2	Viridis Register of Business Interests
2.2.1	No declarations of interest were made, but it was noted that AS's brother is no longer a DJ.
2.3	Viridis Terms of Reference
2.3.1	Governors acknowledged that they had read the Terms of Reference.
2.4	Code of Conduct
2.4.1	Governors confirmed that they had read the Code of Conduct.
2.5	Governing Body Annual Calendar 2022
2.5.1	2022-2023 dates were revisited with governors.
2.6	Election of Chair / Vice Chair
2.6.1	AS was nominated to be re-elected as Chair by LM and seconded by RD.
2.6.2	Governors unanimously AGREED and APPROVED LM's re-election as Chair.
2.6.3	NBB was nominated to be Vice Chair by AS and seconded unanimously.
2.6.4	Governors unanimously AGREED and APPROVED NBB's election as Vice Chair.
2.6.5	It was confirmed that both posts would be twelve months in duration.
3.0	Agreement of minutes from the last meeting and any actions arising
3.1	There were no actions.
3.2	There were no comments on the minutes of the last meeting of 30 June 2022 , which governors APPROVED as an accurate record.

4.0	<u>Headteacher's Report (Autumn Term 2022)</u> - RC
4.1	<u>Outcomes data</u>
4.1.1	KS2 outcomes are pupils at the end of year 6.
4.1.2	The percentage at expected standard is above national average across the school.
4.1.3	Disadvantaged performed significantly better in maths.
4.1.4	In terms of KS2 outcomes, the percentage at greater depth is above national average in all subjects.
4.1.5	Reading and writing and maths combined is also significantly above.
4.1.6	At KS1 the percentage of children working at average standard is above and disadvantaged children demonstrate good progress, with greater depth achieved.
4.1.7	The number of children achieving greater depth is above average.
4.1.8	In terms of quality of education, the percentage of outstanding teaching has dipped slightly since summer which is normal for this point of the year due to new staff and it will rise within the year.
4.1.9	Two apprentice teachers are completing PGCEs at London Metropolitan University.
4.1.10	In September, two teachers moved to Orchard School and one came to Southwold from Orchard.
4.1.11	All teachers are benefiting from the early career programme and have personalised plans.
4.1.12	There is a blended model of staff inset and continuous personal development (CPD)
4.1.13	The school has flagship status which means that standards are maintained at a high level.
4.1.14	There have been no suspensions or exclusions since the last report.
4.2	<u>Operational data</u>
4.2.1	In terms of operational data, pupil roll is at 367 and remains stable which is quite normal for this point as children gradually attend nursery at the age of three and a half.
4.2.2	Free School meals have increased to 44.1%.

4.2.3	SEN has gone down slightly again normal for this time of year due to assessment of new EYFS intake and exit of Year 6 cohort.
4.2.4	Absence figures are due to unauthorised holidays and fines have been issued.
4.2.5	Last year's attendance at 95.5% was above the national average.
4.2.6	Predictions and aspiration targets are reflected in the table.
4.2.7	Teaching profile reflects an increasing number of outstanding teachers.
4.2.8	The data shows school strength when compared to national attainment.
4.2.9	58% is the key figure for national data for RWM at expected across the country which is lower than the previous year, Southwold is significantly above that which demonstrates the consistent approach and expectation.
4.2.10	Zero suspension is very positive.
4.2.11	The only suspension was last year in the summer term, when a child went to the pupil referral unit and transitioned successfully back to school in September.
4.2.12	QUESTION: In terms of pupil voice, what was the most popular role? ANSWER: The school councillor is always very popular. There are other councillor options, peer mediators and sports ambassadors to promote pupil voice.
4.2.13	QUESTION: What are the topics for the school council? ANSWER: Book corner is a big focus, and the school crossing scenario provides a focus on community participation this year. There is a safety officer for the borough and an engineer who will be looking at a crossing and signage is a possibility and might be quicker.
4.2.14	IR suggested that the children might want to be involved in the implementation of interim signage for cyclists in Southwold Road, by the towpath, whilst a dropped kerb is considered, and IR could send them some related photo updates to encourage their participation in this as a local project to look at, think about the implications and discuss.
4.2.15	It was suggested that in terms of community participation, Southwold could consider involvement with Citizens UK as they cover topical subjects like cost of living crisis, whilst their main focus is teenagers but they can also cover primary schools.
4.2.16	NBB noted that he is teaching politics and some of Citizens UK are on the course so if the school pursued this it may need to be declared as an interest.
4.2.17	QUESTION: Can the disadvantaged figures be explained in more depth? ANSWER: Leaders are aware of who these children are and they are being monitored and tracked through data reviews. Quality first teaching is in place and

	<p>the PPG grant used to ensure this. The impact on pre-school children of covid and subsequent gaps should close within 12 months, given the offer of quick interventions which include speech and language, as the children are screened in reception and go into specialist speech and language groups to address identified needs. This is why the school continues to invest recovery funding in speech and language, particularly early years intervention, demonstrable in annual report outcomes.</p>
5.0	School Development and Evaluation
5.1	School Development Plan
5.1.1	The school's self evaluation is on the first page in terms of internal data, published data from KS1 and KS2, monitoring and scrutiny to pull out trends and Ofsted requirements.
5.1.2	The five areas are all the same as the Ofsted framework.
5.1.3	Induction of new staff is a standard and core focus across the federation.
5.1.4	Core priorities are around ensuring continued and sustained progress across groups, then becoming more specific around refining and reviewing policies.
5.1.5	Consistency is prioritised in terms of how it is implemented in classrooms.
5.1.6	Early years independent learning opportunities and disadvantaged pupils are core focuses and the school is mindful about the new cohort coming through.
5.1.7	The school is thinking and evaluating for the future as all schools move towards multi academy trusts (2030).
5.1.8	Core tasks and monitoring are evaluated at the end of year and shared in impact statements with governors.
5.2	Self-Evaluation Form
5.2.1	The self evaluation form is a snapshot profile of the school and where it is in relation to the key areas within the Ofsted framework.
5.2.2	Current data has been added to the top table.
5.2.3	All key statements running through showcase where the school is in terms of quality of awards, curriculum and progress made over time.
5.2.4	The core statement surrounding reading and early maths is to exemplify what Ofsted will look at.
5.2.5	Key statements are suspensions and the wider support offered in school, unlocking potential.

5.2.6	Therapeutic support is for key children, to close down potential barriers to learning.
5.2.7	On the second page there is a snapshot of personal development and leadership, key statements. Core elements include cultural capital, life in modern Britain and opportunities for children to debate and understand their responsibilities.
6.0	Statements
6.1	PPG Strategy Statement
6.1.1	There has been pupil premium strategy change at government level with the implementation of proforma for all to use across the country, of which the rationale was because schools were doing this in different ways and the government wanted to be able to evaluate it on a wider scale, this has been in place since September 2022.
6.1.2	The key difference is that the strategy now covers three years rather than being an annual statement and investment is now in the medium term rather than a one year cycle.
6.1.3	Key data is expected to change.
6.1.4	There are 347 pupils at Southwold of which 44% are eligible for pupil premium, which is significantly higher than national averages and will run until 2023 where after it will be reviewed.
6.1.5	There is £210k for pupil premium allocation, and recovery premium which was introduced by the government, which was previously called catch up.
6.1.6	This does not need to be reported separately but within the pupil premium strategy but the school reports it separately on the website though.
6.1.7	The recovery money has been ringfenced for speech and language and teaching assessment, which the federation has on each school site.
6.1.8	The statement of intent and challenges remain the same and all vulnerable children are held within this process.
6.1.9	Some disadvantage money is used for wider purposes.
6.1.10	Covid continues to be a challenge as can be seen from disadvantaged data and there may be another gap coming through in the next year.
6.1.11	Key statements show some similarities and pupil premium statements need to show why.
6.1.12	There are great pieces of research across the federation being completed regularly and national research data is available to support rationales for decisions on funding allocation.

6.1.13	Leaders need to have an awareness of why the school is doing something and what that looks like.
6.1.14	QUESTION: Is the 44% skewed or spread equally? ANSWER: It is fairly equally spread across the schools. Some new applications were made by parents who previously had not done so, which increased numbers and they have held.
6.2	Sports Statement
6.2.1	The sports premium is required to be covered annually, as a legacy of the Olympic games and this is £19k for Southwold which allows the school to invest in PE and sports.
6.2.2	There is a PE specialist across the schools who ensures that there is a robust curriculum, checks PE across the schools and oversees participation in borough wide events and competitions.
6.2.3	Cycling is bought into and a cycling manager maintains cycles for the school, which is important in Hackney as a cycling borough and in order to create a safe environment to practise skills.
6.2.4	There are after sports school clubs.
6.2.5	During keeping healthy week, children will be offered different sports.
6.2.6	There is an additional payment opportunity for a school staff member to offer coaching to ensure that the school has representation in football or netball in the higher tier of competitions across the borough.
6.2.7	The funding is split across two budgets.
6.2.8	Swimming data is not possible to be reported on this year because the COVID interruptions mean no data was available.
6.2.9	It was hoped that the new Britannia leisure centre would free up capacity at Clissold but this has not yet been possible.
6.2.10	There is not enough physical space in the borough to accommodate children's swimming needs but the federation looks, reviews and challenges this where opportunity arises to do so.
6.2.11	QUESTION: How is Hackney funding supporting children to promote an understanding of a healthy lifestyle? ANSWER: Within healthy living week there are workshops with cooking offers, for example, and seeks to find any additional opportunities to enhance this. Food technology plays a part in this.
6.2.12	QUESTION: Could this be a focus in line with the cost of living crisis?

	ANSWER: This comes into the gardening workshops, and best value workshops with families could also be helpful.
7.0	<u>Consideration of staff wellbeing: staff survey headlines</u>
7.1	The staff survey was completed by all staff in summer.
7.2	100% agree with the statements around effective support and early and apprentice teachers.
7.2	Lesson observations have helped improve teaching.
7.3	The approach to ongoing assessment is good.
7.4	Children are well behaved, the partnership works effectively with parents and staff are enjoying working in the organisation and are proud of achievements.
7.5	The highest percentage of disagreements was around 20% which is still low comparatively, whilst there are different levels of agreement, and this is tracked to work out what needs to be done to support staff.
7.6	Teachers can include comments but there were no substantive key threads. Individual requests such as replacing fans and spoons and quick wins were responded to quickly..
7.7	It would be good to have some more comments from staff as subjective opinion is helpful. Noted and will be included in next round.
7.8	There have been a number of unsuccessful teaching assessment recruitment rounds due to poor quality of applications.
7.9	Agency recruitment at present is tricky in terms of quality and this gap is affecting other schools too.
7.10	The school is working on repackaging roles in different ways in terms of recruitment to attract high quality candidates.
7.11	The school is a flagship school which requires annual accreditation as such so recruitment of high standard staff is essential.
8.0	Any Other Business
8.1	School website calendar is not working and this is also the case at Orchard School.
8.2	<i>Action: RD to request that IT check the calendar download function on the websites of Orchard and Southwold.</i>
9.0	Any Confidential Business

9.1	The Chair or Clerk were not notified in advance of any Confidential Business.
10.0	<u>Glossary of Common Terms</u>
10.1	Governors were advised of the glossary of terms.

The meeting finished at 7:15pm.

Signed: _____ **Date:** _____

James Gowland

Chair of the Full Governing Body (FGB)
The Viridis Federation