

# Bury Council

## Emmanuel Holcombe CE Primary School

### Progress Minutes

of a meeting of the Governing Body held on  
Wednesday 14 September 2022 at 6.30pm

#### Present

Amy Longstaff (Acting Headteacher)  
Keith Jones  
Glad Cooper  
David Hulme  
Jo Venn  
Jan Thomond  
Paul Sumsion

#### In Attendance

Katherine Ashworth (Clerk)

<b>1</b>	<b>Welcome</b>
	<p>Welcome and introductions were made.</p> <p>A temporary chair and vice chair were appointed.</p> <p>TH, although not at the meeting declared an interest in becoming the temporary vice chair. Tom's appointment was proposed by a Governor and seconded by an additional Governor. All were in agreement for this appointment.</p> <p>LW was contacted by phone and agreed to take the role of temporary chair. This was proposed by a Governor and seconded by an additional. All were in agreement for this appointment.</p>
<b>2</b>	<b>Apologies for absence</b>
	<p>Tom Hardcastle Lisa Wilson Robert Airey Sarah Lawrence Ian Flemming</p>
<b>3</b>	<b>Declarations of pecuniary and non-pecuniary interests</b>
	<p>Interests will be declared at the first full governing body meeting of the term.</p>
<b>4</b>	<b>Minutes of the previous meeting for approval</b>
	<p>This item will be deferred to the next meeting.</p>
<b>5</b>	<b>Pupil progress and attainment</b>
	<p>The Acting Headteacher gave an overview of the tracker. The data relates to the previous cohorts. Some key headlines were discussed regarding attainment. The table checking exercise has not yet taken place, so progress figures are not yet available.</p>

	<ul style="list-style-type: none"> <li>• The Whole school combined 63.5% compared to 52.6% LA</li> <li>• Significantly above LA in Reading in all year groups.</li> <li>• Current year 4 had a rocky path through school and had the lockdowns in year 1 and 2. This is a cohort to monitor.</li> <li>• 81.2% against LA is a strong position in terms of attainment.</li> <li>• School have invested in a DFE scheme for phonics and are running phonics workshops.</li> <li>• School feel the scheme is really good and feedback from staff is positive.</li> <li>• Writing is the biggest issue. The school has previously written their own English scheme but children need more opportunities to write.</li> <li>• The health check advised that school need to remove some of the scaffolding to allow greater depth writers to flourish.</li> <li>• There is a unity from staff in approach about what improvements are needed.</li> </ul> <p>It was suggested that there be a governors prize for an extended piece of writing over a half term, which was felt to be a good idea.</p> <p>English: Following a Teaching and Learning review, school advised that purchasing an English scheme is a priority. It was asked if there is research into available schemes? It was agreed that school need an approved scheme, that ticks all the boxes and will want to see this in action in another setting. It was agreed that school will also need to invest in texts for children. It was suggested that there may be opportunities to share texts with other schools in the area.</p> <p>Maths: Attainment is very good, particularly in year 6. It was asked if this is because of the resource out into y6 as SATS preparation? School advised that they invested financially in intervention. Staffing has been restructured, so that maths is now mixed aged planning. Further training is required in maths for staff.</p> <p>A more detailed breakdown of the attainment data is available to governors via Teams. The progress data will be available at a future meeting.</p>
<b>6</b>	<b>Trust support and next steps</b>
	A report has been produced on the Trust support from Gorsefield and its impact is available on teams.
<b>7</b>	<b>SEF and SIP overview</b>
	The self-evaluation is available on Teams. A lot of the areas for development have come out of the health check.
<b>8</b>	<b>Health and safety audit</b>
	The RAG rated report is available to governors on teams. There were some priorities around fire safety. A full audit by will take place in a couple of weeks with Lorraine McCrorie, Teachsafe.
<b>9</b>	<b>Safeguarding audit</b>
	The safeguarding audit is available on Teams. Some areas of red have now turned green. There are still some outstanding actions that are being worked through.
<b>10</b>	<b>Policies</b>
	A list of policies have been circulated to governors. Governors were reminded to respond to give their approval.

	<p>The attendance policy has been populated using the Bury LA model.</p> <p>The intimate care policy was discussed. Parents/carers are required to sign a consent form which covers the staffing ratios. Staff had enhanced training on the PAD days. The school nurse will visit to check out the facilities. RO has also given approval.</p> <p>KCSIE – Governors will need to sign to say they have read part 1. Training will be offered as a twilight. CPOMS training will also be arranged for staff and a one-page overview will be provided for governors.</p>
	<p>The meeting was closed at 8.00pm with prayers.</p>