



**BROAD OAK PRIMARY SCHOOL
Full Governing Body Meeting**

Date of meeting: Thursday 27th November 2020

Quorum: 6 (met at this meeting)

Chair: Chris Pyle

Clerk: Jenny Adie

Pages: 6

Signed:

Date:

Present Governor							category	end of term	present(P)/apologies(Ap)/absent(o)					
									21/10	27/11	27/1	31/3	21/5	9/7
Shabnam Mughal-Mohammed							Parent Governor now Co-opted Governor until academisation	20/10/24 20/10/28	Ap P					
Sheila Patel Webster							Parent Governor now Co-opted Governor until academisation	20/10/24 20/10/28	P P					
Kevin Corteen							Headteacher	ex officio	P P					
Sarah Bruce							Staff Governor	20/10/29	P P					
Jan Sorohan							LA Governor	24/9/28	P P					
Frank Atkinson							Co-opted Governor	25/2/28	P P					
Ann Johnson							Co-opted Governor	4/5/26	P Ap					
Karen Page							Co-opted Governor	6/12/26	P P					
Chris Pyle							Co-opted Governor	25/11/27	P P					
Lisa Walker							Co-opted Governor	20/10/29	P P					

Apologies
Ann Johnson
Apologies formally accepted

In Attendance	
Katie Walker	School Business Manager
Jenny Adie	Clerk

2. Pecuniary Interests

2.1 Completion of the 2025-2026 Pecuniary Interests Register

Governors whose signatures had not been taken at the last meeting signed the Register.

The 2025/26 Pecuniary Interests Register is now complete.

2.2 Declaration of any Pecuniary Interests in the items on this agenda

No Pecuniary Interests declared in the items on this agenda.

3. Minutes of the previous FGB Meeting on 21st October 2025

Minutes agreed as a correct record.

4. Headteacher's Report

Headteacher's Report sent out with papers.

There are 258 children on roll, with some movement in and out.

This term's data was taken this week and will come to the next FGB Meeting.

Pupil Progress meetings will be done after Christmas. School has just moved to DCPro assessment tracker, the Trust close the data at the end of term and analyse it, so it will come in the first week of next term

The main focus this term is **Priority 2, Maths cognition.**

The first Coaching cycle went well, Staff have really engaged with it. KC and Claire Davison attended a 2-day course on Coaching, about modelling the process; as a result they have now revisited the plan for introduction of Metacognition, to do it more slowly. Through the Coaching model they will have Teachers observe in other classes, then model what could be done better as a point for practice in the classroom, looking at impact on the children and the Teacher. It is a positive process, not critical. The launch for each focus will start with research on what good practice looks like, then how to embed consistent use across the School so children know exactly what to expect when they go into class. Teachers can worry about losing autonomy, but they will still have agency.

Q. Will this be for Behaviours, or everything?

They will start with Behaviours for Learning, then move into other areas. Partners will Observe, rehearse what want to see, then take the changes into their own class to practise.

Q. Will Teachers have same partners all year?

Probably not, they may change through the year; partnering people from different parts of the School gives Staff a wider view.

Oracy

Kate Shore is leading introducing the new Oracy strategy and embedding it through the Coaching cycle. it is about getting all children to take an active part in the lesson, using techniques for increasing engagement and confidence.

Q. Where does this come from?

Through the Trust, from Voice 21; Wilbraham is leading across the Trust.

Longsight Community School is an exemplar for Voice 21.

The Trust says start small, get little things embedded first, then develop. Other schools in the Trust are in their second year.

Writing practice is being embedded; they had good results last year. There is a Trust focus on Years 3 and 4, coming out of KS1; this is also a national focus. Each Year has a Teacher Assessment Framework to know whether children have achieved the Expected standard. This supports with moderation. Broad Oak have been asked to support another local school, there will be an SLA to ensure that the cost to School is not too high.

Maths

Progress is good; they have only been using the Oak materials from September. They are presently looking at mathematical vocabulary. Staff have embraced the Scheme, there is support from the Trust with looking at planning for each Year Group. Mastering Number work in Early Years is going very well, they are looking to see it grow up the School.

Q. With single form entry is it easier to know where everyone is at?

Not particularly. Each child is a bigger percentage. The Teacher has total control, and Teachers can talk directly with Maths Lead; support from the Trust and Maths Hub experts is useful.

Reading

They have done termly NFER Assessments, results will come in January. the ReadWriteInc Adviser is coming in next week; feedback is good.

Behaviour and Attitudes

Attendance is the biggest issue, if children are not in School, they are not learning.

Autumn 1 attendance was 94%

The week of 20th October there was a 5% difference due to Parrs Wood taking 2 weeks holiday and families taking children away.

Q. Can Broad Oak take 2 weeks in October?

Yes when an Academy, but not presently. Schools are asking the LA to direct Trusts to keep LA holidays.

Persistent Absence is 21%; children absent at the beginning of term will be coming out of PA in the next few weeks. They are using a 2-week improvement model with parents now.

Severe Absence is 7 pupils, 2 boys and 5 girls. One child has intensive CAMHS, two are on part-time timetables.

Q. Can School recode the CAMHS attending child?

No, KC has asked.

Behaviour Logs are in the Report. There are no high-level behaviours, just the usual low-level behaviours around re-establishing rules and routines.

There have been no Permanent Exclusions; there has been one additional Fixed-Term Suspension.

Care and Welfare

There have been 22 Child Protection incidents since the last meeting.

41 families are being monitored.

There are 5 open Section 47 cases, with Agencies now involved. 2 were referred by School, others through other Agencies; these do not always move to Child Protection or Child in Need.

Mental Health and Wellbeing

Mental Health Champions have applied and started training, School is working to achieve Bronze then Silver this year.

Leadership and Management

Assessment is a priority area. They have done the first cycle with Geography and PE, and are starting to see how Teacher Assessments inform Subject Co-ordinators of gaps in children's knowledge.

The Curriculum is very overloaded, they are assessing what can be left out, checking against national curriculum, looking at where they can free-up time.

Q. Will it be bespoke to Broad Oak, not following the Scheme?

They are still using KERPOW but refining what they need to use, what they need to revisit, what to prioritise

Q. Who is leading?

Subject Co-ordinators, and Teachers, who are all teaching the subject in their Year Group, will review the subject curriculum, and final decisions will be made by the Subject Lead and SLT. Teachers are the expert on teaching and impact in their own Year Group. Ofsted

expects Teachers also to know what is happening in other Year Groups. The national curriculum will change, but not much is being taken out.

Q. When will they start work on streamlining the curriculum?

They are starting now, it will probably take about 18 months.

Q. Are they prioritising particular subjects?

They will be making a plan, probably starting with History because it is very overloaded, more than the national curriculum. They need to know impact, what works, when the order of teaching is essential, and the time it will take.

The Focus Subjects for this half term are Science and DT.

Staffing

A Resourced Provision TA has left. Sue Farrell is retiring at Christmas. They have appointed through an Agency, the new Teacher has recently covered for a 3 days absence and the children really like him.

Clare McCrory is retiring in December; they are recruiting for a new HLTA for January.

Events

The Halloween Disco raised £1,100.

A dozen families came to the Work Day, the most ever, including new Reception parents,; it is good way to meet and make relationships.

There was an Anti-Bullying Week.

School held an Early Years Open Day; there was very good feedback from visiting parents, who saw the Reception area while the children were outside, then the children in Forest Crew, then had a quick look at the rest of the School.

Nursery numbers are 21 for January. A couple of parents visiting on the Open Day took papers to apply for January after KC had explained the flexible use of hours for Wraparound Care.

Q. Will Forest School continue?

Yes, they will train another member of Staff.

Clare is also doing a Stay and Play, which is well-attended and includes a couple of new families.

5. Draft Autumn Term 2025 QA Report

Report sent out with papers.

Ann Johnson attended for the Governors.

School met the standard for Safeguarding.

The QA visit was at the end of October. it is good to have a consistent QA Professional. The Visit looked at headline data across the School and had a focus on Early Years. It was supportive for the Early Years Leads who are new, to know all is going well.

The new Reception cohort is very good.

The QA went through the Priorities from the SIP; she looked at data and whether teaching enables children to reach the endpoints; School's results are good, and the QA agrees with the School's judgements and Statements, and thinks School is 'Strong' in some areas.

6. Support and Challenge Meeting

School has received a letter from the LA after the 10th November meeting with Amanda Corcoran and LA Officers, KC, CP, KW, and Steve Wheeldon and Kevin Simpson from the Trust. The letter acknowledged the work done to recover the deficit and was helpful and supportive looking at not going into in-year deficit, and a long-term plan for repayment. KC will be discussing this with SLT and bringing it to Governors.

The LA will not support closing the Resourced Provision. They are asking School to keep the staffing ratio the same and to take one more child into each provision. This will help to offset the cost of staffing to the main budget. When numbers are stable with one-form entry

School will be more able to plan the deficit repayment.

the LA Head of Finance now reviewing the Resourced Provision funding; she thought that the School was getting the same amount for the second unit as for the first, though it is not.

The LA want to commission the Unit Teachers and KC to give support to other schools at Leadership level, changing schools' mindset about inclusion. All schools believe that they are inclusive but their idea of inclusion is different. KC wants to look at what is being offered, and time out of school required, not to have an impact on Broad Oak.

If a balanced budget for this financial year can be achieved, Kevin Simpson does not want the application to join the Trust to be shelved. The LA Leads agreed that they will support the application at DfE and RSC levels if the budget balances this year. They will want a Deficit Recovery Plan by the end of this term, though there are still too many unknowns for accuracy. Savings are already in the Budget Plan, there is nothing else to take away. The deficit is already there, KC's priority needs to be the children here now. There appears to be LA commitment now to work with Broad Oak.

Q. If the School can produce a balanced budget that the LA can accept, we can move on and academise?

KC and KW thought that this was the case. They will draw up a Budget including all the offered changes. SLT are teaching and have other essential responsibilities, there is no Deputy and two Assistant Headteachers, they cannot take out an Assistant Headteacher and save money. Middle Leaders are on UP3, not on Leadership scale. If they cut Staff there will be redundancy costs, which the LA did not consider last time although the School warned them.

Many schools now on the edge of deficit but reluctant to make the changes needed.

KW was at a Finance Conference yesterday; there was a presentation on redundancies, many attendees were asking for information.

7. Governors Committees

Minutes sent out with papers

7.1 Resources Committee 14th October

Information has been covered in the update in the Headteacher's Report, above.

School received £40,000 from Government money for new Wraparound Care arrangements. After-School is now staying open until 6, trialling for 12 months. It is an issue for Staff if parents are late; they are now charging parents for being late.

Q. Are they paying more money to the Staff?

Staff are now being paid until 6.15pm and one member of Staff supporting with behaviour has gone up from 3 days to full-time.

7.2 School Improvement Committee 6th November

Covered above under Headteacher's Report.

8. Policies for Approval

Policies sent out with papers.

8.1 Serial and Unreasonable Complaints Policy

The need for a Policy arises from multiple complaints which went to a Complaint Panel that met today before this meeting to consider a series of 13 similar complaints from one Parent. Many schools have found that persistent and unreasonable complaints are more common now, since Covid.

This policy is a Model Policy amended to match the school; it will be referenced in the Complaints Policy.

8.2 Child Protection/Safeguarding Policy

This is a Model Policy amended for Broad Oak with the School's information and processes.

Governors agreed to ratify both the above Policies.
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9. Academisation Update

Following the Support and Challenge meeting the LA is willing to support academisation.

10. Training

Governors can log in to the National College for Safeguarding training. Governors who have already done Level 1 Safeguarding through their work can use this for Broad Oak Governors records.

Action	All Governors	To complete online Safeguarding training and send certificates to Katie Walker, or send their certificates from training done at work.
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11. Any other business

The School Christmas Fair is on 12th December, 5 until 7, with a snow machine, and real Reindeer. Christmas Market Stalls are being built by parents.

Next meeting: **Tuesday 27th January 2026**

Tuesday 31st March
Thursday 21st May
Thursday 9th July