



ST KATHERINE'S SCHOOL AND NURSERY

PUBLIC MINUTES FOR THE TERM 4 2024/2025 MEETING OF THE LGB HELD ON MONDAY 17th MARCH 2025

Governors present at the LGB meeting held on 12th May 2025 approved these minutes as a true and accurate record, and signed on Governor Hub electronically

PRESENT

Carina Cuddington(CC) – Governor (Chair)	Ray Lang (RL) - Headteacher
Laura Payne (LP) - Co-opted Governor	Sarah Aikenhead (SA) - Associate Governor
Holly Ashton (HA) - Governor	Caroline Loveland (CL) – Staff Governor

IN ATTENDANCE

Claudia Sawyers (Temporary Governance Professional)

PART A – PUBLIC MINUTES

1. WELCOME AND APOLOGIES FOR ABSENCE *(led by Chair)*

- 1.1 Welcome:** CC welcomed all Governors to the meeting. Holly Ashton is now a member of staff at St Katherine's so is not able to continue to be parent governor, the vacancy for parent governor has been advertised. HA is willing to be staff governor, however the opportunity should be offered to other staff members and if there are other nominees, a vote should be held. **Action: RL will organise for the staff vacancy to be advertised.**
- 1.2 Apologies:** MC and AB were absent from the meeting. Apologies were not given in sufficient time to the start of the meeting.
- 1.3 Quorum:** The meeting was confirmed as quorate.

2. DECLARATIONS OF INTEREST *(led by Chair)*

- 2.1** Governors were given the opportunity to declare any interests against the agenda to which none were declared. There were no updates to declarations.

3. MINUTES FROM THE PREVIOUS MINUTES *(Led by Chair)*

- 3.1 Approval of Minutes:** Governors approved the public minutes of the meeting held on 3rd February 2025. There were no confidential minutes. **Action: CS to publish the approved minutes.**
- 3.2 Actions:** Actions from previous meeting have been incorporated in to the agenda and Headteachers Report.

4. ANY OTHER URGENT BUSINESS NOT ON THE AGENDA

- 4.1** There were no other urgent business items to add to the agenda.

5. SCHOOL STRATEGIC MATTERS

- 5.1** RL has refined the headteacher's report following feedback, making it more concise and evaluative while retaining key information. The updated version is now streamlined, with improved clarity.

5.1.1 Context

The school continues to experience some mobility, with two children recently leaving to be home schooled. CC asked whether this indicated any issues within the school, RL confirmed this was not the case and it was due to

individual needs and measures had been implemented in an effort to retain them at St Katherine's. LP asked if the children had SEN and it was confirmed they did not. RL is due to discuss attainment target adjustments in Year 4 with MC, as recent mobility has resulted in a small number of higher-attaining pupils leaving, while three new arrivals are working below expected levels.

5.1.2 Data Outcomes

The next set of data will be available for the next meeting. Year 6 interventions are ongoing, with pupils demonstrating good resilience and progress from their starting point. From a qualitative perspective, progress can already be observed in the smaller groups and it is hoped this will be reflected in the next data drop. LP noted that the report indicates in the Year 6 data headlines that there will be a significant challenges in meeting end-of-year targets and asked how the targets had been set. RL explained that targets are always aligned with national average, though maths attainment was low at entry. While the low starting point was acknowledged, aspirational targets are set to drive progress. Good progress was achieved last year from a similar point, so it is hoped this can be achieved again.

5.1.3 Challenge Partners

St Katherine's SEND provision was recently reviewed by senior leaders from other schools as part of Challenge Partners. Learning walks were conducted, focusing on maths and writing. Prior to the visit, RL and CL had to identify strengths and areas for development for the Partners to look at. Strengths included support for SEMH, nurture provision, and sensory circuits. Areas for development included tracking and supporting children working below their age/year group. The Partners were highly impressed by the school's ethos, spaces, and overall setup and their report highlighted many positives. There is some uncertainty about whether there was enough challenge as there were only two development points identified by the Partners. There has however been some good opportunities and value taken from the experiences of visiting the other schools.

5.1.4 Attendance

Overall attendance stands at 94%, which is slightly below the national average of 94.6%, but has improved compared to the same period last year. 5% of children have attendance below 80% and the FLO is actively supporting these families, tracking attendance, and working with the KAPAS team to improve overall attendance. One of the actions from the last meeting was to produce attendance figures excluding the number of children on part time timetables to see the impact but the difference minimal, less than 1%. LP asked how attendance tasks and the work done by the FLO will be distributed during their absence. RL explained that the rest of the attendance team will share the workload. There have been successes with individuals whose attendance has improved and sustained good attendance is celebrated with entry in to a prize draw.

5.1.5 Behaviour

There has been an increase in suspensions this term with three taking place, bringing the total for the year to five. Strategies have been put in place to support the children to improve their behaviour and sustain it. There has been three reported racist incidents. Year 3 & 4 (the phase group where racist incidents have occurred) have participated in targeted anti-racism workshops, in order to support the children to deepen their understanding of diversity, inclusion and respect. It also promoted discussion around challenging discriminatory behaviour.

5.1.6 Coaching

Coaching is going well and all teachers continue to participate in our coaching program and work towards their specific, targeted goals. Feedback has been positive considering reservations expressed at the beginning. The drive to implement our new coaching model effectively, and create a positive coaching ethos, has resulted in less drop-ins taking place. The number of coaching sessions will be reduced to two per term to ensure regular drop-ins take place, as these are an essential tool for monitoring.

6. SCHOOL SPECIFIC POLICIES

6.1 There were no policies to bring to this meeting.

7. FINANCE UPDATES

7.1 There are no major changes in the January management accounts and budgets remain in a healthy position. High Needs Funding has increased by approx. £16,000 due to new applications. Universal FSM increased due to meal uptake on census day.

Early indications of the 2025-2026 budget looks to be an approximate £50,000 more than expected.

8. SAFEGUARDING, HEALTH & SAFETY AND ACCESSIBILITY MATTERS

8.1 There have been no LADO referrals.

Staff continue to implement the new pick-up procedures effectively.

One RIDDOR report has been submitted this year due to an accidental injury on the playground. There have been 2 recorded staff accidents this term. No further action was needed.

Health and Safety walks have taken place with Neil McDonald, Estates Manager. The Estates team across the Trust has engaged in training and Headteachers joined the team for the afternoon, feedback has been positive.

9. TRUST MATTERS AND POLICIES

9.1 The minutes of the recent Trust Board meeting were not available for this meeting but will be circulated via Governor Hub.

9.2 Risk Register

CC fed back that following the recent F&A meeting, risk registers are being written for each school based on the existing Trust risk register. Headteachers are meeting to assess risks appropriate to their own school.

10. ANY OTHER GOVERNANCE MATTERS

10.1 There were no other matters to note.

12. CONFIDENTIALITY

12.1 There were no items considered to be confidential.

13. CLOSING REMARKS

13.1 Dates of next meeting: All to be held at St Katherine's School commencing at 1700 on:

Monday 12th May 2025

Monday 7th July 2025

13.2 Other Dates: Immersion day on 20th June 2025.

13.3 Meeting close: The meeting concluded at 18:40 and CC thanked all parties for their attendance and contribution.

Approved 12-05-25