

Directors' Note for Portfolio Groups

Portfolio title: Brayford/Umberleigh LGB

Date of meeting: Friday 4th March 2022, 1.00pm, Brayford Village Hall

Attended by: Penny Wignall, Melanie Marcolini, Corrine Smith, Jenny Geen, Katie Locke, Verity Goss (clerk).



Brief overview of discussion

Procedural items

Welcome and apologies

PW welcomed all to the meeting. Apologies received and accepted from Helen Cooke.

Declaration of business interests

None declared.

Sign off previous minutes

Minutes agreed as an accurate record of the meeting.

Matters brought forward

None not elsewhere on the agenda.

Correspondence

None received.

Monitoring and Accountability

Spring Update:

- Spring Term Progress including Covid update
- Curriculum Update

CS reported that the last half term had been difficult due to the number of staff absences due to Covid. There was now new advice for schools – staff were no longer asked to lateral flow test twice a week, but were still required to obtain a PCR test if they had one of the three main symptoms.

The curriculum was going well – staff had ensured the curriculum was enriched with visits and trips. KS1 at Umberleigh had been to the

seaside, and KS2 at both schools had been to Pinkery Pond to look at the river – this had happened over two days with Umberleigh children due to the weather. KS1 at Brayford had been visited by Dan the Fishman, who had brought in different species of fish to show the children to support their learning. Staff had timed these visits carefully – work done beforehand in the classroom meant that children were able to make sense of what they were looking at, but were able to take things from the trip to discuss afterwards.

Beaford Arts had been in both schools to work with KS2 children on the Voice to Tell Our Story project – Brayford were currently doing filming and photography work, Umberleigh were doing art and storytelling. The children were really enjoying the project. CS felt that it might be needed to do some blocking for some areas of the curriculum – eg having a DT week, a computing week. It had been difficult to fit some of these subjects in to this term – it was a shorter term than normal.

Ian Thomas had met with CS and spent time looking at the four year rolling program in Umberleigh and Brayford. The new framework had started in September for EYFS – Curriculum Maestro had been updated to reflect this, so topics were updated in the four year plan. CS shared an explanation of what the changes were in the EYFS framework – Early Years staff were up to date with the changes. There was a big emphasis on notice and focus – a practitioner noticing children who were not able to do something, and focussing on what was needed to fill the gap. Early reading had already been a focus. *Did CS think the changes to the framework were positive?* CS felt overall it was good – staff were continuing to use tapestry to record observations and upload photographs to share with parents. The move away from assessment bands was positive. CS felt some concern than in bigger settings a more able child may not get the additional input needed, as the focus was on getting the whole class to a specific point. This was not a concern in Brayford and Umberleigh due to the smaller cohort size, and the children mixing with other age groups.

Times tables test for Y4 would happen in May. Children had had practised using the test format, and it was also similar to a times tables rockstars game that was also used. There were six Y4 children at Umberleigh, and five at Brayford. CS reported that two children at each school were not likely to pass the test.

KS2 and KS1 SATs would happen again this year, after not happening since 2019. There were seven Y6 children at Brayford, and one at Umberleigh. CS explained how elements of the test format were worked in the normal lessons so children did not struggle with the test process. CS explained how Ofsted had changed their visit format so data was not examined as part of the inspection. CS reported that four children at Brayford should obtain the expected standard, and two further may reach the expected standard. CS felt all children should reach the expected standard in reading, with two on track for greater depth.

School specific SIP Updates:

- SIP and Progress at Umberleigh
- SIP and Progress at Brayford

- Pupil progress targets agreed and monitored

CS reported that subject leadership was developing – subject teams across the trust were now able to meet together more easily. Schools had chosen a couple of subjects that they would offer to Ofsted for a deep dive – CS felt that Music was a strength in Brayford, and History in Umberleigh. Children were able to be very clear about what they were learning. There would be a pupil voice exercise to see if children were able to express and explain what they had learnt.

Priority three was embedding knowledge children had learnt in foundation subjects, and trying to link different topics to the previous ones. CS gave an example of how a class had been talking about rivers and settlements – one child had pointed out the people in the Stone Age had congregated around rivers for food, and identified the link there. Reading and phonics was a strength in both schools – there was a rigid phonics scheme and process of teaching in place. Children were keen readers, especially in Umberleigh.

The Jigsaw scheme for PHSE was in place, and a block of time would be scheduled for computing. Children were good at word processing, general use of a computer, and internet safety. Teacher subject knowledge was an issue when it came to programming – this felt common across schools – possibility discussed of arranging for a specialist to come in to cover this area for a block of time.

Local governors agreed that the overview sheet was useful – CS to continue for future meetings.

Group Specific Learning Support, SEND / PP – including use of catch up funding

CS reported that catch up funding at Brayford was being used for the employment of an additional teacher for two mornings a week for twelve weeks in the KS2 tasks – the class was split for a more individualised focus. This was working well. At Umberleigh the catch up funding had been used for an additional TA to support Y1 children, and was now being used for a spellings scheme which was a continuation of the Read Write Inc scheme used in KS1. This was a good continuation through the school due to the consistency with the children's phonics learning. Staff had found spelling difficult to teach and maintain at home during lockdown. A TA had been employed at Brayford to support three SEN children each morning.

Staffing changes

Brayford – temporary catch up teacher had started, as had the TA. New cook had been appointed who was experienced in kitchens. This was going well.

Umberleigh – apprentice teacher was currently based at Pilton for six weeks to gain experience with older children. Reception year were working with Y1 and Y2 this half term, and were supported by a TA. *How was this going?* CS felt that this was going well, and the reception children would thrive with the older children. A parent felt there had needed to be more preparation for the children on what was going to

happen. *What was the plan for staffing for the next year?* CS stated that there would need to be discussion in budget meetings on this – numbers in KS1 would still be large, so she would recommend that the school continued with the additional teacher. Local governors discussed the suitability of toilets for the number of children – CS stated that it did take time for handwashing etc at the moment. Older children in KS1 were encouraged to use the KS2 toilets. If the school continued to grow toilets would need to be considered along with the premises.

Health and Safety

Umberleigh – entrance to the car park kept forming a pot hole where the cars turned. CS explained that this would be levelled and tarmacked once the heavy vehicles had left after installing the play equipment.

Had there been any storm damage? A slate had come off the roof at Brayford, but there was a slate underneath which protected the rest of the roof. At Umberleigh the yurt had a hole in the side and was collapsing – this needed to be removed. Local governors asked what replacement for the space would be most useful. CS would ask the bursar if there could be claim on the insurance for the yurt.

Safeguarding Update

CS stated that the schools were now using CPOMS, an online system for recording any incidents needed. The system automatically notified CS when a record was made. CPOMS could be used to record child protection incidents and behaviour, and were GDPR compliant. *Would these records be revealed under a Subject Access Request?* CS thought this would depend on the level of the record. CS informed local governors that that Kate Taylor was taking on more safeguarding responsibilities, with additional support for the SENCO role.

School Website Review

CS stated that Michelle Sampson and Ian Thomas had been doing a lot of work on the website, getting documents loaded, curriculum areas more up to date, and out of date documents were removed. The new website would be live soon – aim to have it linked to the school Facebook pages.

LGB visits booked for both Umberleigh and Brayford – subject deep dive in each school.

MAT Issues

Report on TEAM SIP and feedback from Trustees meeting

The application for Beaford to join TEAM MAT had been approved by the Regional Schools Commissioner. Sophie Beattie had returned from maternity leave to a secondment at Beaford, and was really enjoying the role.

Strategic

Park and Play Update

Tree planting was happening soon, which would help with drainage. The tree blocking the ditch under the road had been removed. Footpaths had agreed to supply the equipment needed for the ditch in the field to be continued to the river. Project would be completed in time for the funding deadline.

Review pupil numbers, projected numbers

Brayford currently had 37 on roll – seven children would be leaving Y6, three would start YR. Three Brumblebees.

Umberleigh currently 53 on roll. One child would be leaving Y6, seven starting YR. Currently 21 Brumbeebes, 12 in September – numbers were fairly static.

Date of Next Meeting – Friday 20th May, 1.00pm, Umberleigh.