**MINUTES OF THE MEETING OF THE**
**ST. MARY'S & ST. SAVIOUR'S C OF E PRIMARY SCHOOLS'**
**LOCAL GOVERNING BODY**
**HELD ON 3RD JULY 2025 AT 4PM**
**BY VIRTUAL ZOOM**

| | | |
|---|---|---|
| Present: | Canon Ade Ademola | (Chair) |
| | Beverley Hall | |
| | Joe Pitchford | |
| | James Pawley | |
| | Emma Cherry | |
| | Jenni Matthews | |
| | Vanessa Conant | |
| | Ruth Keane | |
| | Stephanie Shaldas | |
| | Stephanie Kreft. | |
| | Barry Hopwood | |
| Clerk to the Governors: | Alison Brown | |

**Summary of agreements and actions:**

| Minute reference | Formal agreements and/or actions identified | Named person(s) for action(s) identified | Completion date |
|---|---|---|---|
| 5.1. | Share SATS results once received | AB | ASAP |
| | | | |
| | | | |

**1. PRAYER, WELCOME AND APOLOGIES FOR ABSENCE**

1.1 The Meeting commenced with a Prayer.

1.2 Apologies for Absence were received from Iftakhar Latif

**2. DECLARATIONS OF INTEREST**

2.1 There were no Declarations of Interest noted.

**3. LOCAL GOVERNING BODY**

3.1 The Clerk confirmed membership of the Governing Body.

3.2 To note Stephanie Shaldas's end of term as parent governor

**4. MINUTES**

4.1 The Minutes of the Meeting held on the 6th March 2025 were agreed as an accurate record and signed by the chair



Chair's Initials:-

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**5. SCHOOL ITEMS**

5.1 Head of School report- St Mary's

5.1.2 Year 1 Phonics Screening outcomes remain exceptionally strong, with 98% of pupils meeting the expected standard this year. The school has sustained results of 98% or higher for the past four years, demonstrating the ongoing commitment of staff, the strength of our phonics provision, and the hard work of pupils. Year 4 Multiplication Tables Check results were also very positive, with over 80% of pupils achieving full marks compared to a national average of 34%. Year 6 completed their SATs in May and approached the week with commendable resilience, focus, and determination. Results will be available on the 8th July.

**ACTION:Share SATS results once received**

5.1.3 A new inclusion manager had been appointed across both schools starting in the Summer term. She has already had a significant impact by reviewing the needs of pupils, not only those with EHCPs, but also children who are below age-related expectations or significantly below, whether academically, behaviourally, socially, or in relation to emotional regulation and integration.

*Question: What's the difference between an Inclusion Manager and a SENCO? Are they the same role?*

*Answer: An Inclusion Manager is a broader, overarching role. While a SENCO typically focuses on EHCPs and statutory SEND responsibilities, the Inclusion Manager oversees a wider spectrum of needs, including behaviour, emotional support, and vulnerable pupils as well as SEND. This structure has been particularly helpful across the Federation. Previously, each school had its own SENCO, and while that worked, we found that many effective practices in one school were equally beneficial in another. Having an Inclusion Manager allows us to coordinate this more effectively and ensure consistency across all schools.*

5.1.4 Following the success at the F1 in Schools national finals, the Green Power Karting project has begun. Year 5 pupils have been constructing one of two go-karts using tools and blueprints, and Year 6 will now complete their driving tests as part of the leavers' programme. Next year, pupils will design the karts' bodywork and livery. Several STEMazing Experiences have also taken place. The GeoBus provided KS1 and KS2 pupils with interactive learning on fossils and climate change through a combination of online and hands-on activities.

5.1.5 As part of the Festival of Hope, pupils have been exploring the theme of homelessness and have each created artwork that parents can purchase. They also produced two BBC Ten Pieces artworks. Linked to this project, TED Talks were held across the school, all under the Seeds of Change project. Building on the success of the School of Sanctuary project, the aim is to deepen pupils' understanding of social issues and strengthen their confidence as courageous advocates who can make meaningful change.

5.1.6 The curriculum is continually reviewed and refined. A current focus is on literacy and reading planning, with staff discussing key learning intentions and the core concepts pupils need for strong comprehension. These collaborative discussions reflect the shared commitment that keeps our curriculum robust and effective. The maths curriculum was significantly updated over the past two years and is now fully embedded and working well.



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5.1.7 Collaborative planning completed by leaders provides a secure foundation and ensures consistency. This level of clarity and preparation reduces workload pressures and supports a more sustainable worklife balance, as staff are not required to create materials from scratch.

*Question: Is St Mary's still a training school?*
*Answer: We are no longer designated as a teaching school. However, we still carry out outreach work and continue to support training in various ways. We still have student teachers in the school, but their formal training is delivered elsewhere. We no longer provide the academic element of teacher training ourselves; previously, this was delivered through Goldsmiths.*

5.1.8 Attendance currently stands at **96.38%**, above the national average of 94.7%. The school works closely with the EWO to carry out weekly monitoring, with meetings arranged for any families whose attendance falls below 95%. Attendance is also promoted through our weekly attendance cups and whole-school rewards.

5.1.9 There has been an increase in the number of CIN cases, and the school continues to work proactively with all external agencies. Pupils are confidently sharing safeguarding concerns with trusted adults, reflecting a strong, open, and healthy safeguarding culture

The following safeguarding  incidents had been reported

| Group | Autumn Term | Spring Term | Summer Term |
|---|---|---|---|
| Child Protection Plan | 0 | 1 | 1 |
| Child in Need Plan | 2 | 1 | 6 |
| Social Worker Involvement | 7 | 6 | 7 |
| Children of concern | 13 | 12 | 14 |

5.1.10 The following behaviour incidents had been recorded this term

| Group | Autumn Term | Spring Term | Summer Term |
|---|---|---|---|
| Suspensions (internal/external) | 0 | 0 | 0 |
| Racial incidents | 1 | 0 | 0 |
| Bullying incidents | 0 | 0 | 1 |
| Harmful Sexual Behaviour | 1 | 1 | 1 |



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|---|---|---|---|
| Behaviour charts | 5 | 3 | 2 |
| Pastoral Support Plans | 0 | 0 | 1 |

5.2 Head of School report- St Saviour's

Governors acknowledged receipt of this item

5.2.1 JP noted that 96% of children passed their Phonics Screening Check. This is a fantastic achievement and a testament not only to the Year 1 class teachers but also to the teaching assistants who have delivered early-morning sessions and supported families with home-learning resources. In the Multiplication times table check 79% of pupils achieved full marks with 95% achieving a score of at least 23 out of 25. Although Key Stage 1 SATs are no longer statutory they enable us to measure pupil achievement and identify where additional support may be required. In reading, 87% of children achieved the expected standard and in maths, 96% met the expected standard

KS2 SATS results were due to be released on the 8th July and these would be shared with governors once they had been received.

**ACTION:Share SATS results once received**

5.2.2 JP noted that throughout the year, the number one priority has remained a steadfast commitment to high-quality teaching and learning. This begins with the 8 step lesson model being fully embedded. Because of this robust approach and supported by our excellent curriculum plans and well-designed lessons children have a consistent, high-quality educational experience.

5.2.3 It was noted that the seed of change project which aims to offer support to young people who are homeless had launched this term. The project aimed to raise £50,000 and has seen guest speakers, received generous donations, and involved families, staff, and pupils in a wide range of activities. The work combines both education in raising awareness and deepening understanding among the children and community action.

5.2.4 World Vision has also returned to St. Saviour's this term. During World Vision, the children learn a song in a different language, explore interesting facts about another country, and celebrate cultures from around the world. Parents and carers will attend to see the children perform, Governors were also welcome to attend.

5.2.5 The Young Transformers programme is also continuing with great success. Recently, children have enjoyed a range of Young Transformers activities—from visits to Colchester and Scoot Fit to planting projects and upcoming rock climbing. Next week includes trips to Epping Forest, Essex Outdoors, and a West End show. The programme continues to offer transformative experiences that enrich and broaden our pupils' development.

5.2.6 Behaviour and attitudes remain very strong at St. Saviour's. This is largely due to the shared, consistent approach taken by all staff. The Stay on Green system is firmly embedded across the school and there is a commitment to maintaining high expectations for every child.

| Group | Autumn Term | Spring Term | Summer Term |
|---|---|---|---|



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|---|---|---|---|
| Suspensions (internal/external) | 0 | 0 | 0 |
| Racial incidents | 1 | 0 | 0 |
| Bullying incidents | 0 | 0 | 0 |
| Behaviour charts | 4 | 2 | 1 |
| Pastoral Support Plans | 2 | 2 | 1 |

5.2.7 Safeguarding remains one of our highest priorities and is absolutely central to our work. Currently the following plans are in place

| **Group** | **Autumn Term** | **Spring Term** | **Summer Term** |
|---|---|---|---|
| Child Protection Plan | 1 | 1 | 1 |
| Child in Need Plan | 3 | 2 | 2 |
| Social Worker Involvement | 3 | 4 | 6 |
| Children of concern | 7 | 6 | 9 |

5.2.8 It was noted that the school had applied for a grant to expand the school buildings to allow Little Learners nurseries to grow. This bid had been successful and St Saviour's had been awarded £150,000 to complete the project. The project had gone out to tender and works would take place over the summer holiday.

6.3 SDP review-St Mary's
Governors acknowledged receipt of this item

6.4 SDP review- St Saviour's
Governors acknowledged receipt of this item

6.5 Pupil Premium review-St Mary's
Governors acknowledged receipt of this item
6.5.1 The Pupil Premium strategy was outlined, noting a broad approach that supports both academic progress and wellbeing. Pupils are given priority access to enrichment opportunities including cultural outings, workshops and after-school clubs with costs subsidised where needed. A strong focus on high-quality teaching, supported through staff training and coaching, continues to benefit disadvantaged pupils. Targeted interventions, including Saturday Achievement School, help to close gaps and accelerate progress. Recent outcomes reflect this impact: in the Year 4 MTC, six of seven Pupil Premium pupils achieved full marks; in Year 1 phonics, four out of five pupils passed.



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6.6 Pupil Premium review- St Saviour's
Governors acknowledged receipt of this item
6.6.1 It was noted that attendance for Pupil Premium pupils remains a priority, with close work alongside the Educational Welfare Officer to ensure strong engagement. High-quality teaching has the greatest impact on disadvantaged pupils. This includes ongoing staff training, coaching, and structured support for ECTs. Investing in coaching is a key way to ensure teachers are delivering the best lessons possible, which in turn benefits the most vulnerable pupils

6.7 Sports Premium review-St Mary's
Governors acknowledged receipt of this item
6.7.1 The school's continues to use Sports Premium funding to broaden pupils' access to a wide range of physical activities. While traditional sports and equipment remain important, we also provide opportunities for pupils to experience less familiar activities such as archery and rock climbing, helping to widen their understanding of what sport can involve. The government has introduced a new reporting format for Sports Premium from next year, and this is currently being prepared

6.8 Sports Premium review- St Saviour's
Governors acknowledged receipt of this item

6.9 Meeting planner of dates 2025-2026
Governors acknowledged receipt of this item
6.10 Term dates 2026-2027
Governors acknowledged receipt of this item
6.10.1 It was noted that the October half term would be 2 weeks. This had been achieved by adding Twilight instead and adding a number of days to the summer and Autumn terms to maintain the required 195 school days. A 2 week half term was becoming more popular across different boroughs and it was felt to support staff wellbeing as well as recruitment and retention.

6.11 RSE Federation report
Governors acknowledged receipt of this item
6.12 PE St Saviour's report
Governors acknowledged receipt of this item
6.13 EAL St Mary's report
Governors acknowledged receipt of this item

**7. POLICIES**
The following policies were ratified:

Personal, social and Health education Policy
Twins and multiple birth siblings
Anti-Bullying POP
Prevention of Extremism and Radicalisation



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Use of Reasonable Force
RE Policy
Collective Worship POP St Mary's
Collective Worship POP St Saviour's
Staff Handbook

**7. DATE AND AGENDA ITEMS FOR THE NEXT MEETING**

7.1 Full Governing Body Meeting 3rd July 2025 4pm

**8. ANY OTHER BUSINESS/CLOSING PRAYER**

8.1 The Chair thanked everyone for attending the Meeting.

The Meeting closed at 17.30pm with a Prayer.

SIGNED: _____ _____ (Chair)

DATED: _____4/12/25_____



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