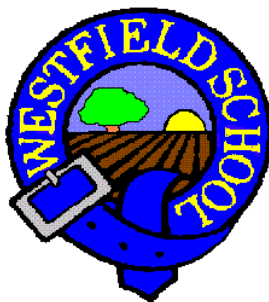


WESTFIELD PRIMARY SCHOOL

Headteacher  
Mrs S J Hickey  
BA Hons  
Tel: 01482 844369  
Fax: 01482 333401



Westfield Road  
Cottingham  
East Yorkshire  
HU16 5PE

Minutes of the Governing Body Meeting of Westfield Primary School held on 6<sup>th</sup> June 2023 at 6.30pm.

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Present:

Mrs H Scott (Chair)

Mrs S Hickey, Mrs Ismail, Mrs Harbottle, Mrs Whyte and Councillor Jump

Also in attendance:

Mr Garnett – Deputy Headteacher

Mrs Garner – Clerk to the Governing Body

2700 APOLOGIES FOR ABSENCE

RESOLVED: apologies for absence received from Mrs Moverley, Dr Yorke and Mrs Bullen.

2701 MEMBERSHIP AND COMMITTEES

RESOLVED:

(a) the governors extended their thanks to Mr Gutherless and Councillor Jump for their hard work and commitment to Westfield Primary School during their terms of office. School to advertise for two parent governors to join the governing body from the autumn term.

(b) Revision of committees and scheme of delegation reviewed and amended.

2702 MINUTES

RESOLVED: minutes of the meeting held on 21<sup>st</sup> March 2023 approved by the chair.

2703 REPORT OF THE HEADTEACHER STANDARDS AND ACHIEVEMENT

The head reported numbers on roll are at their highest ever. Mrs Whyte asked if this was due to the amount of new houses being built in Cottingham and the head agreed that it was. The number of pupils on roll living outside of our catchment area has gone down from 50% to 30% over the past two years.

Mrs Ismail asked if the increasing numbers on roll had an affect on results and the head replied that we only had last years results to compare but that the school benefitted from larger classrooms and good hall space so



standards should not be compromised.

Mrs Ismail asked if the larger numbers would result in more teaching staff and the head that this was not financially viable and numbers on roll were not a concern at the moment.

Attendance is good and above local authority average. Councillor Jump asked if it was the same pupils who were the minority of poor attenders and the head agreed that it was the same families and we are working closely with the Education Welfare Officer to provide support to improve their attendance.

Significant number of SEN pupils coming into Early Years/Nursery placing additional pressure on staffing. Mrs Ismail asked who decides the level of need and Mrs Harbottle confirmed that the local authority decide on the provision and allocation of places is parent led. She went onto add that it is a constant fight as many pupils come into school without enough funding to cover their need.

New play equipment installed during the Easter break. Mrs Ismail asked about the MUGA and the head confirmed that this would be going through the planning process very soon.

Councilor Jump asked if there had been a H&S walkround the previous term and the head confirmed that this had just taken place and would appear on the next agenda.

Mrs Hansley has been appointed as a permanent HLTA from September 2023 and will cover as much supply as possible in order to keep costs down. The head reported that lots of sporting events had taken place, Mr Price works really hard to ensure that all pupils have the opportunity to take part in events including those pupils with SEND. Mrs Ismail agreed how positive it was that everyone has the opportunity. Mr Garnett said there was a good balance between competitive sport and mass participation. Mrs Harbottle met with Mr Price in her role as governor and was amazed at the range of activities on offer.

The school had held a Coronation Tea Party and invited parents into their child's classes, participation in this was amazing and a credit to all staff who helped to organize the day.

## STANDARDS AND ACHIEVEMENT

### Reading

Attainment at ARE and GDS in Y3 and Y6 is now in line with other year groups after decline in Autumn term. ARE for SEND is now in line or above percentage in Summer 22, except for Y2. Cusp pupils in Y2 identified and targeted for more intensive interventions. Pupil premium pupils – progress at expected standard is strong but better than expected progress has declined in most year groups and this should be monitored.

### Writing

The gender difference still exists in ARE and GDS attainment but the trend is not as evident in expected or better than expected progress. The previous decline in Y3 and Y4 at ARE and in Y3 at GDS is much improved and data is in line with other Year groups. Pupil Premium pupils – decline in ARE attainment in Y3 in the Autumn term is now improved but GDS attainment in KS1 remains a concern to be monitored. SEND data at ARE remains generally in line with previous Summer except for Y1 which should be monitored. There is no significant gender difference for expected progress but boys are generally performing slightly better than girls at better than expected progress.

The head reported that pupils are no longer doing things at home with a fall in reading/TT Rockstars engagement. Mrs Ismail asked if it was worth holding a parent evening to explain TT Rockstars and its benefits but Mr Garnett reported that it is usually those parents who turn up to parents evening who are



already engaging with it. Seesaw messages are sent out regularly to remind parents of our expectations for homework.

## Maths

Gender differences still exist at ARE and GDS attainment. Boys also outperform girls in both expected progress and more significantly at better than expected progress. This continues to be an area of school improvement. Expected progress has improved in Y3, Y4 and Y5 and better than expected progress in Y3 and Y4 but the data is lower than Summer 22 – this needs to be monitored. Pupil premium pupils – no pupils from Y4 or Y5 make better than expected progress and this is an area to be monitored.

Math is moderated in Y2 with samples of work from 7 pupils taken. Mrs Ismail asked who moderates this and the head replied that this is done by the local authority or teachers in Year 2 from other schools. moderation is carried out every 4 years.

### 2704 SCHOOL IMPROVEMENT PLAN 22 23

RESOLVED: plan updated.

### 2705 ACADEMISATION

The head confirmed that we would be keeping our options open with regard to future academization. The Primary Heads Forum had distributed an Academisation Information Pack which can be used to inform any future decisions.

### 2706 SINGLE CENTRAL RECORD

RESOLVED: business manager explained that the SCR is a spreadsheet containing details of the DBS checks which have been carried out on all staff and regular visitors to the school. She confirmed that records are kept by Mrs McNamara and audited half termly by the business manager and/or the Headteacher.

### 2707 3 YEAR PLAN 23 24

The business manager confirmed that the plan had already been approved by the finance committee. A full staffing review had been undertaken with contracts and SLA's reviewed for best value. Energy costings updated in accordance with local authority recommendations. Direct Revenue expenditure factors in the MUGA building works.

Business manager confirmed that the school holds an in year balance and expects to carry forward over £200,000 into 24/25. Schools finance have confirmed no concerns over Westfield's future budget forecasts.

RESOLVED: 3 Year Plan 23 24 ratified by the full governing body.

### 2708 POLICIES

The school policies have been updated to a standardized version and only minor changes made. Local authority policies are part of the rolling programme of review and are approved, where applicable, by HR and appropriate unions.

RESOLVED: all policies approved and adopted by the governing body.



2709 WELLBEING UPDATE – deferred to next meeting.

2710 GOVERNOR SKILLS AUDIT

RESOLVED: Skills Audits received from governors gaps to be discussed at next meeting.

2711 GOVERNING BOARD MONITORING PLAN

RESOLVED: updated and received by governors.

2712 GOVERNOR VISITS

RESOLVED: governor visit forms received.

2713 GOVERNOR DEVELOPMENT AND TRAINING

RESOLVED: no feedback to report.

2714 ANY OTHER URGENT BUSINESS

The head reported changes to the school vision and introduction of SUCCEED the Westfield Way. Logos to be revamped, website updated and changes communicated to parents. Classes will be given names from September and staff had decided that these would be the names of Trees – KS1 would have local trees and KS2 are trees from different continents.

2715 RESOLVED: date of the autumn meeting Tuesday 10<sup>th</sup> October at 6.30pm.

