

HOWE DELL PRIMARY SCHOOL AND DAY CARE

FULL GOVERNING BOARD: QUALITY OF EDUCATION MINUTES for the meeting held on 10 July 2025 6.15pm

1	<p>Present: Nicola Winch (Chair), Tracy Prickett, Holly Ritchie, Mehula Chandaria, Amy Jeffries, Katie Fox, Rick Xu, Suzie Du Apologies: Kashifa Saley Absent: Jason Levy In attendance: Julia Ellis-Hall (Associate Governor) (6.32pm) Clerk: Gill Knibbs</p> <p>8 governors present, meeting the requirement for 6 governors to be quorate.</p>
2	<p>To declare any conflict of interest that may arise during the meeting.</p> <p>None declared</p>
3	<p>To receive notification of any other business agreed by the Chair</p> <ul style="list-style-type: none"> • Role of the chair NW • Streamlining GB work in line with Ofsted feedback NW
4	<p>To receive and approve the minutes of the FGB meeting held on 22 May 2025 and consider any matters arising from those minutes</p> <p>Minutes were approved with the following progress on actions:</p> <p>See Appendix A</p> <ul style="list-style-type: none"> • A hard copy of the instrument of government with the HCC seal should be received by the school. • A governor safeguarding visit still needed to be conducted as a priority • See AOB for progress on new governors • The core contract was still being negotiated and a vote had not yet been taken. TP commented that the new core contract would offer improvements and would meet the needs of more schools particularly with regard to addressing the attainment gap for the disadvantaged.
5	<p>Summer term reports to Governors:</p> <ul style="list-style-type: none"> • Head Teacher report Received and commented on as thorough. HT reports going forward will align with Ofsted headings. Also important that it is made easy to produce to reduce workload for TP. • SIP June note of visit Good visit. Useful. Last visit for HJ. New SIP from September 2025: Jeremy Loukes • IDSR Updated in May 2025. No 'risks' identified • Day Care Manager's report Not received due to staff absence. TP commented that the main work for the Day Care Team is the roll out of the curriculum from September using Little Wandle and introducing CUSP in October. Resources had been purchased and training was in progress. • Day Care HFL SIP report Visit deferred due to the fact that fencing was being put up and the outdoor learning area was therefore not accessible. • SEND (Inclusion) Governors commented that this was a comprehensive report which reflected the changes in the levels of funding and increase in the number of EHCPs. It also reflected what NW had seen in her visits as SEND governor. • Behaviour report and behaviour working party report This presented a consistent picture across the school of how behaviours are identified and addressed. There were suggestions from all parts of organisations to see what works and what has

	<p>impact. It was noted that ECTs had been proactive in this exercise and that TAs and MSAs were also included.</p> <p>JE commented that behaviour incidents had gone down from 519 to 428 showing that the impact of the strategies can be measured. She felt that it was good that MSAs were involved in the exercise because a lot of behaviour issues can happen at lunchtime and the MSAs will have been empowered by their involvement.</p> <p>NW recommended the '60 minutes' resources</p> <p>TP informed Governors that the plan now was to develop the leadership of children in clubs and lunchtime activities</p> <ul style="list-style-type: none"> • 2024-2025 school complaints <p>2 in Autumn term – dealt with at school level.</p> <p>The LA had been concerned that parents in Hertfordshire do not use official complaints procedures and there had been problems with stalking and threats to staff. Support with complaints will be in the new core contract. There needs to be a mechanism to prevent parents going directly to Ofsted with complaints.</p>
6	<p>Safeguarding</p> <ul style="list-style-type: none"> • Governor Safeguarding report <p>Not received</p> <ul style="list-style-type: none"> • Annual Report to Governors <p>Very detailed. To be submitted tomorrow to CPSLO. Governors were happy with the proposed submission.</p> <ul style="list-style-type: none"> • Suspensions and Exclusions report <p>None in 2024/25. This was considered to be a reflection of school's approach to behaviour management.</p> <p>HR commented that more safeguarding actions were needed and that there was a high level of family support. Families were being rehoused from London. The higher number of issues and concerns was increasing workload.</p> <p>Q do you feel you are being listened to? <i>No. There is pressure not to put children on CP plans. Parents don't want it and there is a requirement to gain consent. A referral can now be made without parental consent but an attempt must be made to get consent first. If a CIN plan is in place but parents don't engage, there is not much that can be done as it is voluntary.</i></p> <p>NW commented on the excellent practice of the school to phone all the secondary schools to ensure that Howe Dell pupils had arrived safely for the moving on day.</p>
7	<p>Quality of Education: Implementation</p> <ul style="list-style-type: none"> • Summer 2 2025 Core Plan / School Improvement Plan <p>Received.</p> <ul style="list-style-type: none"> • SEF (June 2025) <p>Updated for Ofsted Inspection. Will change with new Ofsted headings</p>
8	<p>Quality of Education: Impact</p> <ul style="list-style-type: none"> • Impact headline report: Curriculum including English and Maths <p>Q is this being produced just for governors? I am concerned about workload. <i>RM finds it a helpful exercise from which we can give executive headlines to give governors a good picture.</i></p> <p>Pupil Premium Strategy RAG 2024-2025</p> <p>The school had come to the end of a three-year strategy and a new one would be written in September. This would follow similar themes with pastoral care as a particular priority. ACTION TP and NW. The strategy had been fully monitored using data. Summer term data will be included once data had been analysed.</p> <ul style="list-style-type: none"> • Primary PE and Sport Premium annual report <p>Not received – in progress.</p> <ul style="list-style-type: none"> • Ofsted headlines (if available) <p>A draft report had been received and TP commented that it reads really well. The language is positive. TP will be querying the opening line with Ofsted but was hopeful that the report could be published by the end of term.</p>

	<p>NW suggested a press release and perhaps a presentation to parents to explain the findings of the report.</p> <p>JE commented on the significant progress which has been made by the school and noted that she considered the school had taken the right path rather than the easy path.</p> <ul style="list-style-type: none"> • End of phase 2025 early outcomes • EYFS 76.4% GLD – an improvement on last year. Comprehension and writing needs more work. Drawing club had been introduced this year and Essential Writing would be introduced into YR next year. By comparison, in 2021 the percentage of children achieving GLD was 45%. • Phonics (Yr1 and Yr2) – 83% - in line with last year. This is a dynamic cohort. There had been positive progress from GLD last year even for those who did not pass the phonics test which was evident through the mock tests. It was noted that Y2 had 13 leavers and 14 new starters including some with no English. In Y1 there were high levels of SEND and EHCPs. The school had been streamlining TAs to make best use of specialisms. • KS1 Attainment – not submitted externally. This is done by teacher assessment and informed by optional SATs papers. There had been a dip in achievement but again the 25% mobility of the Y2 cohort was noted. Those children make progress but will take longer to get there. New joiners need to establish trust and feel safe. They might not have been in school or may not have had good experiences. The difference in achievement between the two classes reflects the class make up eg EAL and CP. Ie it is not a reflection of the quality of teaching. • Yr4 MTC – very good. The strategy put in in September 2025 had had an impact in less than a year. • KS2 Attainment – strong. Again the impact of the maths strategy was noted. An appeal will be submitted for a child who should have two extra marks. 80% for reading and maths is strong. Impact of science curriculum is due to CUSP. The consistency of the approach to writing has produced high outcomes across the school. This is a good example of high quality teaching, provision and support and a curriculum that has allowed teachers to thrive. The 'combined' score has also improved from 63% in 2024 to 69.5%. Nationally there has been a 1% improvement to 62%. TP signposted governors to national statistics and explained that the school had concentrated on sustaining improvement over time rather than looking for quick wins. National statistics: reading 75%, maths 74%, writing 72%, grammar 73% science 83%. The school achieved higher in all areas. <p>Q has the diversity and challenging nature of cohort been recognised in Ofsted report? <i>Not specifically. But it is there if you read in between the lines. Diversity and underprivilege is significant but threshold for PP is often not met due to eg immigration status.</i></p> <p>TP commented that the Y6 team had worked exceptionally hard. These children had been with the school since Y1 and had really thrived under new curriculum and higher expectations.</p> <p>Governors asked for thanks to be passed on to the staff at the appropriate time. ACTION NW to draft an email</p>
9	<p>HR</p> <ul style="list-style-type: none"> • Governor decision regarding Threshold Application <p>Agreed.</p> <ul style="list-style-type: none"> • NEU Workload Audit <p>It was considered that this had proved a useful exercise but agreed that due to some awkward wording in the questions responded to that it would be better to RAG rate rather than respond Yes/No</p> <p>The exercise showed that the school was following union expectations in terms of workload and recognised that staff wellbeing is important and was therefore trying to proactively manage workload.</p>
10	<p>Policies – Updates/ Discussion/Approval:</p> <p>None</p>

11	<p>To Receive Any Other Business as notified in Item 3</p> <p>New Governor –NW and RX recommended that Anisha should be given a place on the GB as a Co-opted governor. She had a strong skill set and impressive knowledge. Agreed.</p> <p>This would bring the total of Governors to 10 as MC was stepping down. Further new governors would be sought.</p> <p>Role of the chair KF had asked NW asked to become co chair and this was agreed by the board.</p> <p>Streamlining GB work in line with Ofsted feedback ACTION NW to organise a working party.</p>
	<p>To agree/confirm date(s) of future meeting(s):</p> <p>TBA</p>

Meeting closed 19.55

Appendix A: FGB Rolling Log

Date	Item	Action	By whom	By when	Update
May 2025 (Finance and Resources)					
22/05/2025	6	To conduct safeguarding visit	KS	30/06/2025	overdue
22/05/2025	9	To meet with prospective new governors	KF & TP	26/06/2025	In progress
22/05/2025	11	To respond to the HFL consultation on the core contract and vote	KF & TP	10/07/2025	In progress
July 2025 Quality of Education					
10/07/2025	8	To write new Pupil Premium Strategy	TP & NW	30/09/2025	
10/07/2025	8	To draft thank you email to staff	NW	22/07/2025	
10/07/2025	8	Annual PE report to FGB to be uploaded to GHub	LL / CP	22/07/2025	
10/07/2025	9	Update NEU workload survey to RAG	TP	30/09/2025	
10/07/2025	11	To organise working party to streamline GB workload	NW	22/07/2025	