

OLDCASTLE PRIMARY SCHOOL

INSPIRE - MOTIVATE - EDUCATE

Goreu Cam, Cam Cyntaf - The most important step is the first step



Minutes FGB Meeting 26.6.24

Present - Ceri Littlewood, Nerys Sales, Lowri George, Janine Burr, Nia Vaughan, Jack Shaw, Martin Smidman, Sara Peters, Amanda Moore, Heather Holder, Damian Faulkner.

Apologies - Lyn Walters, Barrie Lewis, Ian Williams, Angela Minton, Page Baldwin.

2. Collaboration Visit

For Information	To be Actioned
Visit postponed until the Autumn Term.	Noted

3. To confirm minutes of the Full Governing Body Meeting held on 13.3.24

For Information	To be Actioned
Agreed by FGB present.	Agreed

4. To confirm the minutes of the Curriculum Meeting 8.5.24 and Budget Meeting 24.4.24

For Information	To be Actioned
Agreed by FGB present	Agreed

5. Matters Arising

For Information	To be Actioned
Outstanding items from Curriculum minutes carried forward; Nerys Sales to set a date for the wellbeing team to revisit the school to speak to different groups of children.	date to be booked in asap in September

6. To receive the Report of the Director of Education

For Information	To be Actioned
Not received from BCBC	

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7. To receive the Report of the Headteacher

For Information	To be Actioned
<u>Self Evaluation</u> The headteacher explained how important self-evaluation is as a tool for continuous improvement and accountability. Ambitious targets are set to push Oldcastle to excellence, reflecting on progress allows us to recognise our significant achievements. However, some goals have been extended into the next academic year, not because we failed to meet them but because meaningful improvements in these areas require sustained efforts over a more extended period. This ongoing commitment ensures we steadily raise education standards and overall school performance. A full copy of the self-evaluation document can be found in the drive. <u>Community School</u> The school celebrates its progress in evolving into a community-focused school, marking significant milestones in this journey. Establishing a fully functional community room is pivotal, with plans underway for its cooking session this term. A Time Credits scheme has been introduced, allowing volunteers to earn redeemable credits for various community benefits. This initiative is a meaningful gesture of gratitude towards individuals generously contributing their time to support the school's endeavours. <u>Governors</u> Governors have reviewed and discussed the self-evaluation document with all members. Using the provided toolkit, they have set ambitious targets for the upcoming year. Additionally, they are fostering collaborative relationships by working with a Chair of Governors (COG) from another school to develop meaningful partnerships. This proactive approach is expected to drive school improvement, enhance governance practices, and ultimately lead to better educational outcomes for our pupils through shared insights and resources.	Noted

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SIP targets 2024/25 - Overview

Governance: Elevate the profile of the Governing Body (GB) by fostering partnerships with other GBs to share best practices and strengthen governance.

Reading Skills Development: Enhance reading skills across all grade levels, ensuring pupils develop strong literacy foundations for academic success.

Foundation Phase and Nursery Alignment: Further develop the Foundation Phase and Nursery programs to align closely with the school's vision and curriculum, ensuring a cohesive and supportive learning environment from the earliest stages.

Professional Development: Provide comprehensive professional development opportunities for all staff, focusing on teaching and learning. This will include paired team collaborations to foster a culture of continuous improvement and shared expertise.

Assessment and Progress: Continue refining assessment methods to ensure that all pupils make measurable progress from their starting points, with tailored strategies to support each learner's growth.

Mentorship of New SLT Team: Support and mentor the new Senior Leadership Team (SLT) to ensure effective leadership and the successful implementation of school initiatives.

Attendance Targets: Maintain high attendance targets and implement strategies to promote consistent student attendance, recognising its critical role in academic achievement. Impact of Poverty.

Curriculum Monitoring: Regularly monitor and evaluate the revised curriculum's impact to ensure it meets educational standards and effectively supports student learning.

Community: Continue to Develop the initiatives started.

Research: Action research around the impact of poverty on our PDG children particularly looking at attendance

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Attendance

The school remains committed to achieving its attendance target of 94%, with current attendance at 94%, one of the highest rates within the cluster. A new attendance policy has been developed and implemented starting September 2024.

Tracking and Progress

A Data report was provided and is available to view in the school drive.

A vulnerable pupils assessment tracker was provided and is available to view in the school drive.

A report on Welsh Government Testing Data was provided and is available to view in the school drive.

Key points -The school has thoroughly assessed pupil progress across all classes, employing a comprehensive review process. This analysis has been instrumental in formulating individualised action plans tailored to each class's specific needs.

Through this review, the school has gained valuable insights into the percentage of pupils demonstrating measurable progress in their learning journey. In addition, it has identified pupils who may benefit from additional support to enhance their academic growth further.

Data analysis indicates that the school consistently improves reading proficiency across all year groups. The school has not yet achieved its target of 70% of pupils in Years 2-6 reading above their chronological age; however, there has been a notable increase in the number of pupils making progress, with 81% of students in these year groups showing improvement. Additionally, Welsh Government (WAG) data is encouraging, indicating that all year groups have made progress. However, further work on guided reading is necessary to ensure the highest quality of reading instruction throughout the school.

- Discussion was held around the reading and spelling schemes and the small changes needed to tweak the schemes so that children continue to move forward. These changes are based around more focused group work and spelling on high frequency words.

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The analysis highlights both the progress made and the areas needing further attention in the school's reading program. The increase to 81% of pupils in Years 2-6 showing improvement is a positive development, demonstrating that current strategies are effective to some extent. However, the gap between the current 52% and the target of 70% of pupils reading above their chronological age indicates that significant work still needs to be done.

Next Steps:

- Enhance Guided Reading:
- Focus on Independent Learning:
- Monitor and Adjust Strategies:
- School Improvement Plan (SIP) Integration:

ALN

The school's provision for Additional Learning Needs (ALN) continues to thrive, with dedicated efforts to provide the highest level of support for all pupils.

Initiatives-

The school has established the Croeso club in the mornings, offering a supportive environment for those not yet ready for learning at the beginning of the day.

A lunchtime club has been introduced to assist students who find this period overwhelming.

In preparation for sustained excellence in ALN provision, a new ALN lead, Miss Vaughan, has been appointed for September. She will benefit from mentoring by the current ALN lead, Miss Hodgson.

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Curriculum Overview

- Curriculum Mapping

Following two dedicated curriculum planning days and identifying gaps in our curriculum, we developed new mapping with a strong emphasis on progression steps. The overarching themes and units of work were revamped to better align with the Curriculum for Wales (CfW). This initiative has significantly enhanced our curriculum's coherence and continuity, ensuring pupils experience a more structured and effective learning journey. As a result, we expect to see improved pupil engagement and outcomes as they progress through the educational stages.

- Foundation Phase Learning

The school has been actively collaborating with Claire Davies, the Foundation Phase Lead from CSC (Central South Consortium) and targeted staff have made significant improvements. The school will continue to work with Claire to support the professional development of the Foundation Phase (FP) staff.

Twilight sessions are planned on enhancing various aspects of classroom provision. This focused professional development will form a key component of the School Improvement Plan (SIP) for the next academic year.

- Literacy Tree

The school's improvement partner has acknowledged the significant impact of the Literacy Tree on literacy standards across the school. Through his collaboration with us this year, he has observed that the book-based scheme has notably enhanced writing skills among our pupils.

- Careers Week

Careers Week aims to inspire, motivate and educate children in the world of work. This was the third year the school developed a themed week based on jobs and careers. CWRE is one of five cross-cutting themes within the Curriculum for Wales. At Oldcastle, we want to ensure that effective CWRE consists of career education embedded across all areas of learning. Each year group completed a specific project this year and investigated a variety of careers linked to their project. A report was provided on the work completed during the week.

- A governor asked how the changes from self evaluation were going, the Head responded that the first staff meeting had been held and it was a very positive meeting with good results.

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Staffing and Finance

The school is pleased to announce that, despite the challenges posed by the school budget, we successfully retained all current staff members without having to make any redundancies. This achievement underscores our commitment to maintaining a stable and supportive educational environment.

We are delighted to welcome Lauren Tompkinson and Matthew Prior to Oldcastle School.

Budget

Allocation	£1,556,889
Income	£374,226
Underspend from last year	<u>£137,287</u>
Total amount available	£2,064,402
Estimated Expenditure	<u>£2,019,608</u>
Estimated credit	<u>£48,794</u>

Periodic / Specific Issues

Safeguarding

Nothing to Report

Health and Safety

A Health and Safety Walkabout was held on 13th May 2024 with the Lead Governor, Barrie Lewis.

Complaints

Nothing to report

Freedom of Information (FOI)

Nothing to report

Training

10th April - Voice 21 (Miss Hodgson)

16th April - ALN Forum (Miss Hodgson)

18th - Active Baby (Mrs Diehl)

22nd April - LLC Cluster Progression (Miss Hodgson)

23rd April - Claire Davies CSC Foundation Phase Learning (Targeted Staff)

23rd April - Thrive (Mrs Diehl)

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25th April - UWE Pupil Participation (Miss Hughes, Mrs Griffiths)
 29th April - Welsh Cluster Progression (Miss Craven)
 1st May- Voice 21 (Miss Hodgson)
 7th May - ITE Partnership Training, Swansea University (Mrs Burr)
 8th May - CSC Reporting to Parents (Mrs Littlewood)
 8th May- BSL (Miss Craven)
 13th May - FEO Forum (Mrs Diehl)
 21st May- Research Conference Swansea University (Miss Lincoln)
 17th June - South Wales University Conference (Mrs Taylor- Jones)
 25th June - ALN Forum (Miss Hodgson)
 3rd July- Peer Inspection Training (Mrs Littlewood)

Policies to be approved

Attendance - This is a BCBC policy that the school and cluster have been working on and it is recommended that governors approve the policy.

• Approved

Directed Time Calendar - This is a school policy and no changes have been made to this for the forthcoming school year.

• Approved

8. Finance

For Information	To be Actioned
Covered in the Headteachers report	Noted

8. Governor Vacancies

For Information	To be Actioned
- Matthew Jones has been removed as an LA Governor and so there is a LA Governor vacancy. - Jessica Govan was successfully appointed as Parent Governor but resigned before taking up the post, the LA are approaching the candidate who was next in line and we will advise when this process is complete.	- Noted - Noted

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9. Safeguarding

For Information	To be Actioned
Covered in the Headteachers report.	

10. Correspondence

For Information	To be Actioned
None	

11.. AOB

For Information	To be Actioned
- Governors were invited to Oldcastle Rocks on July 6th, everyone is welcome and it will be held from 2pm to 6pm - A governor asked if the school had received any complaints regarding the school meal service and children still being hungry? The Headteacher responded that no comments or complaints had been raised recently, there was an issue when the menu first changed but not since. Discussion was held around the menu now being much reduced with a meat/fish choice and a vegetarian choice and that children did not really like the choices on offer. The menu was changed and simplified when UPFSM was introduced. The Headteacher reassured governors that there is plenty of food being served, but the volume of waste coming from leftovers on children's plates is vast, due to children not really liking the menu. - The school brought the current waste issue to the attention of governors. The waste policy across Wales changed in April 24 and the waste collection company, Veolia, is struggling with collecting the waste. The school's food waste has not been collected since May 10th and the collection service plan is not being adhered to. Numerous complaints have been raised with promises of collections, to no avail, a formal complaint was raised for the second time on Monday 17th and as yet there has been no response. Paper and card is currently overflowing as is plastic. The only collection happening is general waste.	- Noted - Noted - MS will contact the LA to bring this to their attention.

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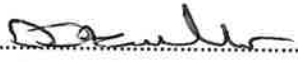
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The situation is now causing a health and safety and environmental issue. A governor stated that he would raise this with the leader of the LA, John Spanswick.

The minutes are a true reflection of the meeting held on Tuesday 19/6/24

Agreed
Name - DAMIAN FAULKNER Date - 10/07/24

Signed - 
Damian Faulkner - Chair of Governors

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