

Minutes of an LMC meeting held on Monday 15th September 2025 at 4pm at St Dennis Primary Academy

Name:	Term of Office	Present/ Apologies/ Absent
Sharon Redman SR – Co-opted (Chair)	28.9.24 – 29.9.28	P
Elizabeth Bradbury EB – Co-opted	13.10.21 – 12.10.25	P
Karen Warnham KW – Co-opted	14.9.21 – 13.9.25	P
Becca Rollason BR – Staff	16.4.24 – 15.4.28	P
Sam Truscott ST – Parent (Vice-chair)	17.10.23 – 16.10.27	P
Susan Hiskens SH – Parent	23.9.22 – 22.9.26	P
Tanya Edmunds TE – Staff	27.1.23 – 26.1.27	P
Ann Chapman AC – Co-opted		P
In attendance		
Cathy Brokenshire CB – Headteacher		
Julia Stoneman – Clerk to the LMC		

Key:	
AP – Alternative Provision	PA – Persistent Absence
CP – Child Protection	PAN – Published Admissions Number
CPOMS – Child Protection Online Management System	PEL – Primary Executive Lead
EHCP – Education Health and Care Plan	PINS – Partnership for the Inclusion of Neurodiversity in Schools
EWO – Educational Welfare Officer	PP – Pupil Premium
EYFS – Early Years Foundation Stage	RAG – Red Amber Green
FSM – Free School Meals	SDP – School Development Plan
GLD – Good Level of Development	SEF – Self-Evaluation Form
KPI – Key Performance Indicator	SHIP – School and Headteacher’s Improvement Programme
MARU – Multi-agency Referral Unit	SPAG – Spelling, Punctuation and Grammar
	TIS – Trauma Informed Schools

		Action Point
1. Apologies for absence	There were none. The clerk and EB joined virtually.	
2. Annual declaration of interests	The clerk had circulated the declaration of interests form for LMC members to return via email.	1 all
3. Safeguarding	LMC members confirmed that they had received KCSIE 2025 and that they had read and understood part two: the management of safeguarding. The NSPCC document outlining the recent changes in KCSIE had also been circulated.	
4. To approve the minutes of the last meeting	The minutes of the meeting held on 16 th June were taken as a true and accurate record of proceedings.	
5. Any matters arising	It was confirmed that the actions had been completed.	
6. Headteacher’s report	LMC members confirmed that they had received the report, which had been previously circulated. From this: <ol style="list-style-type: none"> Attendance has improved and there has been an increase of 1.4% on last year. An LMC member asked whether this is due to incentives. CB confirmed that these have helped. Suspensions have decreased. So far this term there have only been two behaviour incidents. CB updated LMC members on staffing. In terms of data the results were good. Reading was just below national, but this was not unexpected. Maths and writing were in line with national. The phonics screening check was good with 85% achieving GLD. The national average was 82% last year, so this should be above. But this year’s has not been published yet. The Year 4 multiplication check was not good. It is unclear why, as it was being tracked for the whole year. The school has already started looking into this. The current Year 5s are a concern. Handover meetings took place at the end of last year and teachers are aware of the focus children. The data had been based completely on tests. It is hoped that by half term there will be a different set of data, and it will be more positive. It seems to be better in the class than the data shows. An LMC member asked how many SEN children there are in this year group. CB explained that the level of need is high, and this does explain it. But it may be the case that there were not as many adaptations as there could have been. An LMC member asked whether this means that the Year 4 was wasted. CB explained that it was impacted but not wasted. The children definitely made progress socially and in terms of relationships. Behaviour was good in the class, but the progress was not where it should have been. They have started well this 	

	<p>year and although the key skills are not quite there, in terms of Year 4 learning they are okay.</p> <p>h. An LMC member asked how it is going in the nursery. TE explained communication is poor and it is clear that they have not been to pre-school or socialised much with other children. There are two EHCPs and one in progress. There is some need in there, but it is going well and the children are lovely.</p> <p>i. An LMC member asked how the Nest is going. CB confirmed that it is going well. There are six children and all but one of them go into their classrooms for certain lessons. Some of them have had a year of learning how to be a learner and are ready to be in class. An example is there was a child who could not sit for two minutes previously, who is now accessing learning. LMC members noted that one year of nurture has made an incredible difference. An LMC member asked whether there has been any feedback about behaviour at home. CB stated that there has been no feedback about behaviour at home, but parents have been positive about the provision and being in the Nest.</p> <p>j. In terms of the behaviour report, an LMC member asked whether there is a reason why verbal aggression has decreased, but assaults on staff have increased. CB explained that an assault is anything physical that is intentional. There are two children in the nursery and Reception who are working at about 11 months, and they grab and bite. They have no understanding, and it is due to frustration. The incidents must be logged.</p> <p>k. An LMC member asked why there has been an increase in school refusal. BR explained that there was a lot of change in attitudes and some tricky Year 6s. She had to log a few in the summer term. CB explained that it was a similar picture with the previous year group, but it appears that this is the last year group like that. It could be a Covid issue. There are no major concerns.</p> <p>l. The forecast for numbers next year is not looking good. The school is losing two pupils, but a new family is joining in October.</p>	
<p>7. School development plan</p>	<p>LMC members confirmed that they had received both the SDP for the previous year and the SDP for 2025-26. CB went through these. From this:</p> <p>a. The school is still working on implementing the trust pedagogy. This was a two-year plan and is all in place this year. Rachel Nash and Sarah Parekh have been on coaching training and have been working out a coaching plan to raise writing across the school.</p> <p>b. In terms of reading, the reading fluency strategy is being implemented. This is now across KS2 and the reading results were good.</p> <p>c. In terms of behaviour, the Nest has had an impact on ensuring that there is less disruption to lessons and suspensions were significantly lower.</p> <p>d. The LMC is going well. Membership is full and all are clear about roles and responsibilities.</p> <p>e. Subject leaders had subject leader time in the summer term.</p> <p>f. Progress was made on all areas of the 2024-25 SDP.</p> <p>g. The format of the 2025-26 SDP has changed and has KPIs that have been added by TPAT. These are RAG rated.</p> <p>h. EYFS is amber as it is as good as it is going to be with the current cohort.</p> <p>i. The school needs to make sure it is improving year on year and not waiting for Year 6.</p> <p>j. A meeting will be held with Chris Pickles, as there has been a lack of communication with the hub manager. There have been issues with buildings and health and safety work not being completed.</p> <p>k. Attendance is positive and has improved on last year. The school will keep going with the TPAT EWO. There is a list of actions around attendance. TPAT has moved to a two-week holiday in the autumn half term. This should help with attendance and there is a focus on FSM children.</p> <p>l. The trust has purchased Steplab for professional development and the teachers are ready to go with this. It sets targets for them and they have entitlement to coaching once every two weeks and then feedback time. This will be rolled out after half term.</p> <p>m. The Advantage Project will be fully embedded. Every piece of learning is online and teachers can give feedback from the microphone. This works well for children who struggle to articulate their learning into writing, as they can use voice notes.</p> <p>n. In terms of SEND the school is part of the PIN project. They will train staff and organise workshops for parents.</p> <p>o. Emotional literacy time replaces assembly time. This helps the children to be proactive in regulating themselves. Liz has written a programme and there is a lesson every two weeks and all are familiar with it.</p> <p>p. The LMC monitoring plan will link to the new Ofsted areas.</p>	

8. Governance matters	All agreed for SR to continue as chair and for ST to be vice-chair. All confirmed that they had received and read the governance code of conduct and that they agree to it. The terms of reference were approved. The LMC annual planner had been circulated for information.	
9. AOB	The PTA should start moving forward. It needs a relaunch. It is a small committee, but they are enthusiastic. The Nest has got funding for the outdoor area and sensory garden. The school has also received £6k to set up a Forest School on the field. There was also a grant of £1400 received for DT and cooking. The school will be able to grow what it cooks. Another grant of £460 was received for a box of books for each year group.	
10. Future dates	Monday 12 th January - HT report - In person at 4pm Monday 27 th April - HT report - In person at 4pm	

In order to evidence that governors are providing challenge to leaders in the school, these questions are highlighted in the minutes

The meeting was closed at 5.10pm

Action Point	LMC member/Clerk	Action point to be addressed	Action Update
1	All	Declaration of interests to be returned to the clerk	