

Minutes of an LMC meeting held on Monday 16th June 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	Ap
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	Ap
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
Cathy Brokenshire CB – Headteacher – Ex-Officio	1.9.19 - ongoing	P
Julia Stoneman – Clerk to the LMC		

Key:

AP – Alternative Provision

CP – Child Protection

CPOMS – Child Protection Online Management System

EHCP – Education Health and Care Plan

EYFS – Early Years Foundation Stage

MARU – Multi-agency Referral Unit

PA – Persistent Absence

PAN – Published Admissions Number

PEL – Primary Executive Lead

PINS – Partnership for the Inclusion of Neurodiversity in Schools

PP – Pupil Premium

SDP – School Development Plan

SEF – Self-Evaluation Form

SHIP – School and Headteacher’s Improvement Programme

SPAG – Spelling, Punctuation and Grammar

TIS – Trauma Informed Schools

		Action Point
1. Apologies for absence	There were none.	
2. Opportunity to declare an additional pecuniary interest	There were none.	
3. To approve the minutes of the last meeting	The minutes of the meeting held on 28 th April were taken as a true and accurate record of proceedings.	
4. Any matters arising	There were none	
5. Headteacher’s report	<p>LMC members confirmed that they had received the report which had been previously circulated. From this:</p> <ol style="list-style-type: none"> The Nest continues to be effective and the SENDCo presented on this at a recent event and visits have been booked for other schools to view it. The focus on writing has been successful and the high expectations have had an impact across the school. Attendance has been improved on last year. The challenges remain the same. There is a lack of external agency support, funding is not there for alternative provision and the dwindling budget is have a general impact on staffing levels. In terms of the teaching and learning project a peer mentor system has been set up. With writing there have been staff meetings on the issue of the wider curriculum. Data has shown that writing has the lowest rate of progress and is not consistent in all classes. A staff meeting focused on writing, transcription, targets and adaptations. This is having an impact. CB will be meeting with Rachel English Lead to discuss reading and it is likely that they will implement more reading fluency. Maths data is generally higher than reading and writing. The children do not do so well on reasoning. Mastering Number in Early Years and KS1 is getting good results in terms of children knowing the key facts. KS2 staff will visit Roche School to look at Mastering Number for Key Stage 2 there. The Early Years cohort is a big focus. The Special Partnership Trust have been working with them. There is a transition plan in terms of where adults will be in the year group. There are lots of different needs which makes it more difficult to target. The children are making progress but are not where they should be. They are happy and regulated as they are playing. Visitors have recently commented on how calm the school is with such a high level of need. Next year the Trust is going to look at the Early Years strategy and will consider all children having language screening on entry. Then it will be able to pinpoint support to where it is 	

	<p>needed. The school is looking at 40% GLD and the DfE guidance is for 75% in two years time. An LMC member asked what the school does for assessment. CB explained that Reception has a proper baseline from the DfE. For nursery there is a communication toolkit from County.</p> <p>g. In terms of the number on roll, a few children have left and a couple joined. There are 20 children on the list for Reception, which is positive.</p> <p>h. Attendance is close to national. There is persistent absence which relates to 3 families, which is 7 children. One is at 32% and the others in the 50s and 60s. So, this has a big impact on the percentage. An LMC member asked whether the families are invited to meetings and whether they show up. CB explained that they are invited to meetings, but some do not attend. Another meeting will then be arranged and if there is a no show, the meeting is held without them, and it goes to the next tier. An LMC member asked whether they are given a time slot. CB explained that they are sent a letter giving them a time and the option to change.</p> <p>i. LMC members looked at the safeguarding figures. An LMC member asked what 'Operation Encompass' is. CB explained that it is a police and early intervention program designed to support children who have experienced domestic abuse. The police share information with schools before the start of the school day.</p> <p>j. Natterhub (Online Safety Curriculum) is being rolled out by the Computer Lead.</p> <p>k. SEN is currently high. As well as the 17 EHCPs, there are 8 in progress and another 3 to do for the nursery next year. The school is above national in terms of need. There is a concern that the thresholds may change.</p> <p>l. Two more children have joined the Nest provision. It has been transformative for them in terms of managing the school day.</p> <p>m. The school has applied to be part of the PINS Programme. This provides lots of training for staff. It is a 12-month project.</p> <p>n. Behaviour was discussed. Assault on pupils has decreased, but assault on adults has increased. The school seems to be a much calmer place. An LMC member asked what actions there have been to address behaviour. CB explained that there is now The Nest, work is still being done on common transition, language and visuals. There have been more referrals to the LA and a child is on an off-site provision once a week. James Woodward, the new Director of Inclusion visited and was very complimentary about behaviour.</p> <p>o. In terms of pupil premium, the Trust is rolling out a standard wider strategy. This will be rolled out in September. It will be a common document and schools will add in the relevant areas.</p> <p>p. An LMC member asked what health and safety work has taken place. CB explained that this is done at Trust level now. A fire audit raised an issue with emergency lighting, so this has been sorted. She has asked for an update from the health and safety lead and will circulate this once she has it.</p> <p>q. Professional development usually takes place in staff meetings, but there is not as much this term, as the May half term was short and there is the London and Porthpean trips.</p> <p>r. In terms of finance, the staffing model has been agreed. Meetings have been held for fixed term contracts, and it is hoped they will be approved soon.</p> <p>s. The parent survey was overall positive. The return rate was 16%. There was nothing in particular that stood out and the school will dig deeper into the negative comments.</p>	1 CB
6. Review the school strategy and progress towards priorities in the SDP	Already discussed under head's report.	
7. Review the impact of PE and Sport Premium	Already discussed under head's report. An LMC member asked whether the sports premium has been spent. CB confirmed that it was used for Forest School and some resources. Forest School is having an impact. It is being used for Year 4 and some Year 6 girls. It has also been used for The Nest provision.	
8. Receive any TPAT reports on key areas (eg SEND, Safeguarding, PEL, SIP)	There were none.	
9. LMC monitoring	LMC members thanked SH for her comprehensive SEND monitoring report.	
10. Future dates	<p>LMC members discussed whether the proposal of 3 meetings per year is going ahead. The clerk to find out. The following meetings were agreed subject to this.</p> <p>Monday 16th September - HT report - In person at 4pm Monday 12th January - HT report - In person at 4pm Monday 27th April - HT report - In person at 4pm</p>	2 Clerk

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 5.05pm

Action Point	LMC member/Clerk	Action point to be addressed	Action Update
1	Cathy	Health and safety update to be shared with LMC members when received	
2	Clerk	Find out whether LMCs can have 3 meetings per year going forward	