



Learning is ACE

Astley Primary School



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Astley Primary School
Minutes of the LGB held at the school on 25th November 2025
on the school premises.

Governors Present:		Other Persons Present:	
J Goakes	Headteacher	C Peacock	Clerk
G Pickhaver	Chair - Trust Appointed Governor	L Wreford	Staff
M Hodge	Parent Governor		
F Anderson	Staff Governor		
H Pegg	Trust Governor		
K Andrews	Trust Governor		
R Bellow	Trust Appointed Governor		
J Blaker	Parent Governor		
Key:			
FSM	Free School Meals	AO	Alistair Ogle - CEO Synergy MAT
RWI	Read, Write, Inc	MT	M Thorogood (Estates Manager)
SEN	Special Educational Needs	RL	R Lord (Deputy CEO (Primary))
NOR	Number on role	J Cla	J Claxton (Director of People)
SLT	Senior Leadership Team	Green text	Governor challenge / support
EYFS	Early Years Foundation Stage	Blue text	School response to challenge
MAT	Multi Academy Trust	Red text	Governor decision
LGB	Local Governing Board		
PST	Pastoral Support Team		
SEMH	Social, Emotional and Mental Health		
EHCP	Education, Health and Care Plan		
PAN	Pupil Admission Number		* documents available on Govhub
A Meeting of the Local Governing Body of Synergy Multi Academy Trust on Tuesday 25 th November 2025 at 4.30pm at the school.			
Agenda no.	Item		
1	i. Apologies CN sent apologies. Accepted. RB and JB sent apologies as would be late		

	<p>ii. Quorate check Clerk confirmed the meeting quorate</p>
2	<p>i. <u>Governors' declaration of pecuniary and prejudicial interest relating to any item on the agenda</u></p> <p>None declared</p> <p>ii. <u>Governors' annual declaration of pecuniary and prejudicial interest – (minute returns)</u></p> <p><u>None declared</u></p>
3	<p>Minutes of Meeting and Action Points from LGB meeting 11th September 2025 and matters arising:</p> <p>Accepted - Proposed KA seconded HP</p> <p><u>Matters arising</u></p> <p>Clerk to send out revised meeting dates – Actioned SIP – actioned Annual governance statement done – to be put on HUB OFSTED – training with AO Handbook - actioned</p>
4	<p>School Performance, Teaching and Learning:-</p> <p>i. English *</p> <p>Pathways to write: It plans a sequence of lessons so that teachers can use their time adapting Not the only school in the trust to use pathways so able to share resources. Jo Gaskill is the leading expert in pathways to write and teaches bespoke lessons.</p> <p>Before every half term, LW asks for overview of what will be taught. Can see gaps in children's books. Now seeing improvement as well as improved stamina. Teachers have a clear overview and can adapt to meet needs</p> <p>Moderation across trust schools. All teachers on training across county. Big push on handwriting and letter formation. New books with guided lines to support letter formation. Work is so much clearer and easier read. Ditties use precursive. Seeing the improvements.</p> <p>RWI: RWI – training has now happened. Practice time every Tuesday for half an hour Part of Wensum hub. A literacy specialist checks LW is coaching correctly. Can also check for children who are not moving. Check and challenge is good from OFSTED point of view. TA's now know what children need to know to change group. LW can then re-assess and move children up. Last year in year 1, nearly the whole class were in groups a, b or c, ditties or red. Now only 4. Parental engagement. Sending out letters to families each half term to say where the children are and what they need to know. Each child in each class has a sounds book, RWI story book and book-band story book. QR code made for every speed sound lesson. Teachers stick these in reading records so parents can see and access videos on those sounds.</p> <p>OFSTED will check they are in the right level and that they can read an unfamiliar book. SE and NG have done tutor training and carry out 1:1 training - targeting children working just below expected.</p> <p>ACE reading – following Ashley Booth's plan. Now gap has been bridged so most children are in classes. A few KS2 children are still in RWI or fresh start class. Gets children reading daily.</p>

Everyday class teacher reads to the children at the end of the day.
Trying to introduce a reading spine. What are the books we want everyone to access during their time at school? Children should always be able to see themselves in a book at some point. By the time they leave school, they should have seen these books.

Gov – is there a cost with Jo Gaskill? How do you decide if it is justified?

LW – big cost with pathways to write. Cromer junior had already used it and had fed back about how good they found Jo. Initially slow progress, but as she came back it was a constant review of what is changing and improving and if nothing changing, she could help. Jo Gaskill is a moderator. LW moderated last year in year 6. Only 2 weeks to improve writing. Jo Gaskill was able to support with how to do this.

JG – Jo is able to provide additional support to teachers and children

Gov - how do you know it is working?

JG - the work is improving.

LW - they are now able to write a whole page instead of a paragraph.

Gov – it's the progress, not just the results.

LW – writing is hard to judge as no test for it. They can do it or they can't If you can argue your case and get a child to expected. Collaboration is so important for this.

Gov – RWI is one framework, is there an alternative?

LW - RWI is a phonics scheme, there are lots of different schemes. In phonics it is easy to assess.

JG – lots of resources for non-verbal also

LW – lots of resources in the 1:1 tutoring. Phonics for people with SEND. Mixture of trainers talking you through, teaching the lesson and, fresh start.

RWI has improved. Other schools have tried other schemes but come back to RWI because it is constantly updated. Clear what to do and if not done knowing what to do to help

ii. Maths *

Handout shows maths curriculum based on White Rose overview.

Classes use booklets which run alongside White Rose. Teachers can pick what they use. Teachers encouraged to adapt. Not so good at revisiting so Years 1 – 6 use flashback 4 to revisit maths so children don't lose skills.

Mastering number used in year 1 and 2 and reception. Year 3 using as small group intervention. Year 1 building up skills e.g. 5 add 5 is 10.

Live document tracks what area needs more work and where to do less. Reminding teachers regularly. Key document will be shared with OFSTED to show adaptations made.

Arithmetic is an issue, still working on improving. Introduced weekly arithmetic papers. Marked in class and children take these home. Families can see how children are getting on. Currently Year 3 completing year 2 paper. Can see results from this.

Gov: how does this link to mastery approach? Mastery is about children all being the same level.

FA: There is one objective for whole class. Some children may have EHCP or 1:1, intervention, sometimes use pre-teaching. Majority of class taught together.

Maths ACE day focused on time to help as it is a life skill and will come up in SATS and tests but very few lessons taught.

Reasoning bubbles – not used as much as reasoning questions are in the booklets.

Assessments – this week is assessment week. Cornerstones assessments are being used.

RB arrived 16.59

Year 1 - no assessments until spring/summer term.

Teachers generally know if class need more time on a certain area.

Marvellous maths takes place across whole school straight after lunch. Reception re-visit a

	<p>number as marvellous maths is used in lessons. Year 1 and 2 use Mastering maths as went on training last year. Build on skills of early number facts. FA would like to introduce KS2 version next year. Split week. Maths focus on Monday and Tuesday early morning work.</p> <p>GP – are the staff all comfortable with this? FA – yes, but would like to do more monitoring of this.</p> <p>Teachers are working with each other. KH managed best score in the trust with multiplication check. Now working with year 3 teacher to promote this early and working with year 5 teacher to continue this. Using expertise within school. TT rockstars – sheet to explain focus for KS1 and KS2 went home.</p> <p>Gov – are there any questions on governor hub that we can use to ask questions in meetings? JG – there will be some historic questions.</p> <p>JB arrived 17:07</p>
5	<p>Headteacher's Report (written) * to include:-</p> <ul style="list-style-type: none"> Staffing update Quality of education Improving outcomes for disadvantaged pupils Behaviour and exclusions Ofsted SEF / SIDP MAT Update Premises Finance Monitoring Report – (to note) Anonymised appraisal report Safeguarding <p>School on a page. A snapshot in time - OFSTED toolkit criteria – all in one place. Updated recently. Data/results all seen before, currently being assessed. Personal development and well-being – all the things the school does. After Deep Dive Day CEO did twilight on OFSTED Staff had to write what they are already doing. Now added on to this document. JG will have this when OFSTED call. Working document.</p> <p>SIDIP summary update – split into sections. English and Maths as above. Financial update summary. Accounts for October are through. Narrowing gaps and making interventions targeted. Learning behaviours – consistency is being embedded and following up expectations. Ultimately this will improve.</p> <p>GP – useful for governors when OFSTED come in Safeguarding - increase in cases. 3 DSL's and training DC (pastoral lead as DSL) Lots of information. Lots of strengths and items identified. GOV – is this really time consuming? JG – yes, but the document feels like it's your own.</p> <p>Premises – none to add. Working closely with Keith – designated handyman for Primaries. Nothing major, just some ongoing work. PDR for teachers were done first half term. Support staff need to be done by end of December. No staffing updates. Assured by trust no restructuring before spring term. Otherwise, no updates</p> <p>MH left 17:56</p> <p>Safeguarding – audit happened. It's confidential, and system is in place. Regular monitoring - discussed but no details written down.</p>

	Gov – it's good to have LA coming in.
6	SEND:- Policy review * Updated in September and on website
7	LGB Governance Items:- i. Review of Governor Responsibilities Annual governor statement – need a governor to review JG - RB Parent link – JB (Discussed what this would look like – name in Astley Advertiser and contact.) Class governor for Tigers – RB. JG will send new list to clerk to be circulated. JB left 18:01 ii. Governor Action Plan iii. Governor Vacancies iv. Governor Visits - HP sent in write up of visit last week. v. Governor Training
8	Policies to be adopted:- i. Collective Worship Policy September 2023 * ii. Confidentiality Policy September 2023 * iii. Educational Visits Policy September 2023 * iv. Intimate Care Policy September 2023 * v. Positive Handling Policy September 2023 * vi. Single Equality Policy September 2023 * Policies reviewed and updated: Probation Appraisal Capability Leave of absence Pay policy Staffing adjustments (previously redundancy and organisational change) Noted new policies
9	i. Items to be disseminated to the trust ii. Items disseminated from the Trust
10	Scheme of delegation We are covering most things listed. DDD day Well- being – nothing to add
11	Annual Governance statement Completed
12	Follow-up from Deep Dive day An interesting day. Forms to be completed.
13	Well-being
14	Safeguarding
15	Chair's Business / Correspondence Not many at recent Chair meeting. Trust have done well to take back almost 2 million pounds. Feeling confident with new CEO. Gov – how will schools get to see that money? GP – lessening the debt - 40% of trusts are in debt.

	Good atmosphere. Things have changed with governors. Governors only serve 3 years and staff 2 years. 1 space for a third staff governor if wanted.
16	Any other business Proposed recommendation FA, seconded by KA. RB appointed as Trust governor It's been a tough year – but staffing stable and feels different.
17	Date of next meeting:- Tuesday 27 th January 2025 at 16:30 (on school premises)
	* Documents on GovernorHub

Summary of Agreed Actions

Agenda item no.	Agenda Action	Action owner	Target date
11	Annual governance statement on Governor Hub	Clerk	asap
7	Updated class list of governors	JG and Clerk	asap