

## Grade Ruan C of E School LGB meeting

Minutes of a collaborative meeting held on Thursday 25<sup>th</sup> June 2020

at 4.15pm via Google Meet

(\*4:15 for Grade Ruan, 4:30 for both schools, then the last 15 minutes for Landewednack)

<p><b>1. <u>ATTENDING</u> :</b></p> <p><b>Landewednack</b> Elaine Broscomb Lynne Chandler (Vice Chair) Rachel Holder (Chair) Louise Jones (Head teacher) Alison Newman</p> <p><b>Grade Ruan C of E</b> Lynne Chandler Nicky Johnson Louise Jones (Head teacher) Wayne Randle</p> <p><b>In Attendance:</b> Pat Nicholas, Clerk Alan Hinchliffe, Linked Trustee (left the meeting at 5.25pm)</p>		
<p><b>2. <u>APOLOGIES</u> :</b></p> <p>Received and accepted from Alix Lord (LA), Phil Burgess (LA), and Demelza Vincent (LA).</p>		
		<b><u>ACTION</u></b>
<b>3.</b>	<b><u>WELCOME AND DECLARATIONS OF PECUNIARY INTERESTS</u></b>	
	Staff governors declared an interest as paid members of staff.	

4. 5.	<b><u>MINUTES FROM THE 12.3.20 MEETING AND MATTERS ARISING (not on this agenda)</u></b>	
	The minutes from the meeting held on Thursday 12 <sup>th</sup> March 2020 were agreed as an accurate record, and would be signed (at the earliest opportunity) by the Chair.	
6.	<b><u>FEEDBACK FROM THE TRUST BOARD</u></b>	
	None.  Mr Hinchliffe offered his thanks to all staff on behalf of the Trust Board. Risk assessments were being monitored at board level, changes were reviewed regularly and implementation had been rigorous.	
7.	<b><u>FEEDBACK FROM THE FORUM– suspended for this meeting</u></b>	
	NA	
8.	<b><u>NOTIFICATION OF ANY NEWLY APPOINTED GOVERNORS / RESIGNATIONS</u></b>	
	There were no newly appointed governors or resignations since the last meeting.  In light of Rev. Sharpe’s retirement, Rev. Deirdre Mackrill had offered to join the LGB as a governor. Rev. Mackrill does not feel she has the experience to take over as Chair.  A parent has expressed an interest in becoming a governor.	
9.	<b><u>HEADTEACHER’S REPORT</u></b>	
	The report was circulated with the agenda.  The main points discussed were;  <ul style="list-style-type: none"> <li>• Both schools had re-opened and the bubbles were nearly full. The schools were trying to open up to more pupils, (Y5), based on the needs of the children in those groups. There was space but not enough available staffing. Mrs Jones was working with the staff involved.</li> <li>• Mrs Jones, once again, offered her thanks to the staff.</li> <li>• Transition from Y2 to Y3 at was discussed; this was a big challenge for the children involved as it meant a move to a separate building. The school would offer support using videos of the class and the staff, and any vulnerable children would be encouraged to join one of the bubbles. This was still a work in progress, and school was unsure what it would ultimately look like. Teachers had offered to come in during August to make preparations.</li> <li>• YR numbers healthy, with 13 pupils expected in September.</li> <li>• The schools were endeavouring to offer holiday provision at both schools for working families, however there were staffing issues to overcome. The provision must be financially viable, it was hoped to reopen for two days a week, and ask parents to pay in advance. Mrs Jones agreed to update governors on the final arrangements.</li> <li>• Governors heard that a child in Y5 was hoping to become a ‘Times Tables Rock Stars World Record Holder.</li> <li>• A ‘recovery curriculum’ would be planned for each of the three possible</li> </ul>	

	<p>scenarios for school's return in September. There had been lots of discussion and planning amongst the staff.</p> <ul style="list-style-type: none"> <li>The meeting heard that an Ofsted inspection was unlikely in the autumn term, although inspectors were making informal visits and looking at online learning. Teaching unions were petitioning for no inspections during the 2020/2021 academic year. Despite the uncertainty, preparations would continue. It was noted that a parent complaint could still prompt an inspection.</li> <li>Governors wished to record their thanks to the school staff.</li> </ul> <p>Ms Holder thanked Mrs Jones for her report.</p>	
<b>10.</b>	<b><u>HEALTH &amp; SAFETY UPDATE – suspended for this meeting</u></b>	
	<b><i>Issues arising from how the building is being used and remote working for staff</i></b>	
	<p>A wall was to be removed; work would commence at the beginning of the summer holidays.</p> <p>Governors heard that visitors were allowed on the school site, as long as they did not go into the bubbles. No H&amp;S issues were reported.</p>	
<b>11.</b>	<b><u>SAFEGUARDING (GOVERNOR'S) REPORT</u></b>	
	<p>There had been an addendum to the safeguarding policy to cover the Covid19 restrictions. The safeguarding governor was aware of the content.</p> <p>Safeguarding governors were in regular contact with Mrs Jones.</p> <p>No safeguarding training was available. Both schools would subscribe to Educare, which all staff could access online safeguarding training. Governors could also take part in this.</p>	
<b>12.</b>	<b><u>SELECTED TOPICS FROM STRUCTURED QUESTIONS</u></b>	
	<p><b>Staffing</b></p> <p><b>Policy implementation</b></p>	<p>Covered under item 9: Head teacher's report.</p>
<b>13.</b>	<b><u>FEEDBACK ON GOVERNOR MONITORING VISITS – suspended for this meeting</u></b>	
	NA	
<b>14.</b>	<b><u>Monitoring the wellbeing of staff, pupils and stakeholders</u></b>	
	<p>Governors heard that the staff unable to work in school feel guilty, and the staff working in school were very fatigued. Smaller groups and home learning appeared to be an easier option, but the work was very intense. The recent rollout of Google Classroom had added to this, however, staff were good at supporting each other.</p> <p>On a positive note, the Trust has stated that our schools will close over the summer break to allow staff to rest.</p> <p>Mrs Jones explained how working in the Hub had allowed her to build relationships with school staff from other schools.</p>	

15.	<b>Monitoring how the school is continuing to provide care for children who are vulnerable, children with EHCP plans, children of key workers and associated risks of these</b>	
	<ul style="list-style-type: none"> <li>• Keyworker children were likely to remain a priority however there were not many in the bubbles at present.</li> <li>• EHCP children were required to check in regularly; Mrs Jones had no concerns.</li> </ul>	
16.	<b>Recovery Planning Report (if not included in the Head's Report)</b>	
	Covered under item 9: Head teacher's report.	
17.	<b><u>FOCUS ITEMS AND UPDATES</u></b>	
	<ul style="list-style-type: none"> <li>• Chair and Vice Chair elections</li> </ul> <p>Recruitment of governors was needed for both schools. A letter to new reception parents was included in their welcome pack, encouraging them to join the LGB.</p> <ul style="list-style-type: none"> <li>• Operational risk register</li> </ul> <p>The operational risk register had been reviewed and updated.</p>	
18.	<b><u>IMPACT AND EFFECTIVENESS OF LOCAL GOVERNING BODY SINCE LAST MEETING</u></b>	
	<ul style="list-style-type: none"> <li>• The Curriculum and Standards committee met on the 4<sup>th</sup> June 2020.</li> </ul>	
19.	<b><u>URGENT MATTERS FOR DISCUSSION</u></b>	
	<p>Q: How would the Mullion Sport Cluster operate now that Sam Jane was leaving?</p> <p>A: The support will remain but will look different. Until 2019/2020, the co-ordinator had been a teaching assistant, and a teacher as a co-ordinator had been trialled. Despite the obvious success of the trial, it was too costly and not sustainable. In addition, it was unclear when and if any sporting events could take place next term.</p> <p>Mrs Jones offered her thanks to Sam Jane, who 'did a wonderful job'.</p>	
20.	<b><u>MATTERS TO BE RAISED WITH THE TRUST BOARD</u></b>	
	None.	
21.	<b><u>DATES OF FUTURE MEETINGS</u></b>	
	<p>Thursday 24<sup>th</sup> September 2020 at 4.15pm This will be another collaborative meeting starting at 4.15pm</p> <p>(*4:15 for Grade Ruan, 4:30 for both schools, then the last 15 minutes for Landewednack)</p> <p>Trust Board meetings for 2019 – 2020</p> <ul style="list-style-type: none"> <li>• Thursday 31 October 2019</li> </ul>	

	<ul style="list-style-type: none"><li>• Thursday 19 March 2020</li><li>• Thursday 09 July 2020</li></ul>	
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**The meeting concluded at 5.45pm**

**SIGNED:**

**DATED:**