

Landewednack LGB meeting

Minutes of a collaborative meeting held on Thursday 24th September 2020

at 4.15pm via Google Meet

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

1. <u>ATTENDING</u> :		
<p>Landewednack Elaine Broscomb Lynne Chandler (Vice Chair) Rachel Holder (Chair) Louise Jones (Head teacher) Alix Lord Alison Newman</p> <p>Grade Ruan C of E Lynne Chandler Nicky Johnson Alix Lord Louise Jones (Head teacher)</p> <p>In Attendance: Pat Nicholas, Clerk Alan Hinchliffe, Linked Trustee</p>		
2. <u>APOLOGIES</u> :		
Received and accepted from Wayne Randle and Phil Burgess.		
		<u>ACTION</u>
3.	<u>WELCOME AND DECLARATIONS OF PECUNIARY INTERESTS</u>	
	Staff governors declared an interest as paid members of staff. New forms for the academic year had been circulated via email.	
4.	<u>ELECTION OF CHAIR & VICE CHAIR</u>	

	<p>Ms Holder was nominated to continue as Chair of Governors; this nomination was seconded and the vote was unanimous.</p> <p>Mrs Chandler was nominated to continue as Vice Chair; this nomination was seconded and the vote was unanimous.</p> <p>Mrs Holder took the Chair at this point.</p>	
5.	<u>MINUTES FROM THE 25.6.20 MEETING AND MATTERS ARISING (not on this agenda)</u>	
	<p>The minutes from the meeting held on Thursday 25th June 2020 were agreed as an accurate record, and would be signed (at the earliest opportunity) by the Chair.</p> <p>Item 6: Ms Holder had been unable to locate the management accounts; Mrs Jones would send the link again.</p>	
6.	<u>FEEDBACK FROM THE TRUST BOARD</u>	
	<p>Mr Hinchliffe updated governors on the latest Trust board meeting;</p> <ul style="list-style-type: none"> • The Trust Board had expressed its appreciation for the amount of work that has gone into preparations for the start of term. • Mrs Bryant had visited some schools. The feedback from parents and children had been very positive. • 90% attendance across the Trust schools was higher than national. • A staff survey was underway. One third had sent a return, and were overwhelmingly positive about the arrangements put in place. • Amendments to the update safeguarding policy were discussed. The policy now included child welfare, mental health and wellbeing. • Governor visits were best done via phone call to begin with. Across the trust there was a struggle to recruit governors. <p>Ms Holder thanked Mr Hinchliffe for the update.</p>	
7.	<u>FEEDBACK FROM THE FORUM</u>	
	NA	
8.	<u>NOTIFICATION OF ANY NEWLY APPOINTED GOVERNORS / RESIGNATIONS</u>	
	<p>There were no newly appointed governors since the last meeting.</p> <p>Governors were saddened to receive Mrs Vincent's resignation. As a parent governor of long standing, governors offered thanks for her years of service to the school.</p>	
9.	<u>HEADTEACHER'S REPORT</u>	
	<p>The report was circulated ahead of the meeting.</p> <p>The main points discussed were;</p> <ul style="list-style-type: none"> • The AHT post was still vacant; it was planned to advertise in the spring term for a September 2021 start. There was a distributed leadership arrangement at present which was working well, and staff were sharing responsibilities with Grade Ruan staff. A new assistant head would replace a current member of staff. 	

- The school had moved from four classes to three at the start of the year for financial reasons. Y5 were split between classes; parent letters were sent out well in advance to explain. Teachers plan together, so that the same teaching and learning happens for Y5 whichever class they are in.

Q: Was there adequate TA support for 37 pupils?

A: The school was able to keep the same level of TA hours in the class when they reduced to 3 classes. There was a high quality of teaching and learning with the equivalent of 3 full time adults in the room. Mrs Jones was glad to have made the change before January, as originally planned.

Q: Do the younger children get any opportunities to get out into green spaces?

A: Yes, we plan in time for the children to get outdoors.

- Numbers on roll were down this year. There were 12 N2 children, and lots of toddlers in the village. There were 10 YR this year and all indications showed that there should be 10+ next year.

Q: What was the plan moving forward?

A: The Education Endowment Foundation Tiered approach would be the model for the catch up planning.

Q: What additional measures would be put in place to address the 80% attendance figure?

A: Mrs Jones would produce a report for the next meeting.

Q: Why was FSM lower than national averages?

A: Most families who qualify had applied for it. For some reason a lot of families don't qualify despite some being quite vulnerable. The school works hard to encourage families to apply.

- Sports premium – the school was still part of the Mullion Cluster, however there were no inter school competitions. The staff had noted that some children had not been as active over lockdown and were observed to be not as fit as before. This would be reviewed in the spring term.

Q: Had there been an increase in children's gaming and social media activities?

A: Very much so. This would be a focus in PHSE lessons.

Q: Do teachers still need to plan for online learning?

A: Teachers had been asked to prepare 2 weeks of planning in case a child had to isolate, or if a bubble were to close.

Q: Were the school staff still accessible for parents?

A: The necessary precautions were taken for in person meetings. Most days there was some form of communication with parents through either Google Classroom or Class Dojo.

Q: Were there any families that the school are struggling to reach?

A: No, teachers will call where necessary, and all families have made some form of contact.

Q: How would the catch up funding be used? This was mentioned at the Trust Board meeting but not how it should be spent.

A: This would be at the head's discretion, but Trustees should agree to it. It was unclear when it would be available, but possible one payment in the autumn and another in the spring. Interventions were already in place, and the school would like to use the funding to provide the staff for these interventions.

Q: Had the school noticed any big differences in the children's learning?

A: The gap had got wider for some disadvantaged and SEND children. Staff have identified these pupils and were working hard with them. Attendance is a key issue;

	<p>80% at the moment because children have coughs and colds, and parents are unsure because of the similarity with Covid19 symptoms.</p> <p>Ms Holder thanked Mrs Jones for her report.</p>	
10.	<u>SAFEGUARDING (GOVERNOR'S) REPORT</u>	
	<p>In light of Mrs Vincent's resignation, there was now no safeguarding governor at Landewednack.</p> <p>Mrs Johnson agreed to take on the role of safeguarding governor for both schools. Landewednack governors offered their thanks.</p> <p>Mrs Jones and Mrs Johnson would arrange a catch up meeting over the phone.</p> <p>Governors had received the updated information for September 2020 regarding the 'Keeping Children Safe in Education' document i.e. 'The Management of Safeguarding: The responsibility of governing bodies, proprietors and management committees' and governors had signed the declaration to state that they had read the information.</p>	
11.	<u>HEALTH & SAFETY UPDATE</u>	
	<p>There were no issues to report.</p> <p>Regular visits from the estates team picked up any problems and ensured they were actioned quickly.</p>	
12.	<u>SELECTED TOPICS FROM STRUCTURED QUESTIONS</u>	
		Covered under item 9: Head teacher's report.
13.	<u>FEEDBACK ON GOVERNOR MONITORING VISITS</u>	
	NA	
14.	<u>FOCUS ITEMS AND UPDATES</u>	
	<ul style="list-style-type: none"> • Operational risk register – Covid19 <p>The operational risk register had been reviewed and updated.</p> <ul style="list-style-type: none"> • Governor responsibilities <p>Mrs Johnson agreed to take on the role of safeguarding governor for both schools; other responsibilities would remain the same, and be reviewed when new governors were recruited.</p>	
15.	<u>IMPACT AND EFFECTIVENESS OF LOCAL GOVERNING BODY SINCE LAST MEETING</u>	
	<ul style="list-style-type: none"> • Mrs Jones reported that governors had kept in regular touch with the school, despite being unable to visit. • 	
16.	<u>URGENT MATTERS FOR DISCUSSION</u>	
	None.	
17.	<u>MATTERS TO BE RAISED WITH THE TRUST BOARD</u>	

	None.	
18.	<u>DATES OF FUTURE MEETINGS</u>	
	<p>Thursday 26th November 2020 - This will be another collaborative meeting starting at 4.15pm.</p> <p><i>(*4:15 for Grade Ruan, 4:30 for both schools, then the last 15 minutes for Landewednack)</i></p> <p>Curriculum and Standards meeting 4.30pm Tuesday 3rd November 2020.</p> <p>Trust Board meetings for 2020 – 2021</p> <ul style="list-style-type: none"> • 22nd October 2020 • 28th January 2021 (AGM followed by Trust Board) • 18th March 2021 • 13th May 2021 • 8th July 2021 	

The meeting concluded at 5.35pm

SIGNED:

DATED: