

Landewednack LGB meeting

Minutes of a meeting held on Thursday 27th February 2020 at 4.30pm at Landewednack School.

<p>1. <u>ATTENDING</u> :</p> <p>Elaine Broscumb Lynne Chandler (Vice Chair) Rachel Holder (Chair) Louise Jones (Head teacher) Alix Lord Alison Newman</p> <p>In Attendance: Pat Nicholas, Clerk</p>		
<p>2. <u>APOLOGIES</u> :</p> <p>Received and accepted from Phil Burgess and Demelza Vincent.</p>		
		<u>ACTION</u>
3.	<u>WELCOME AND DECLARATIONS OF PECUNIARY INTERESTS</u>	
	Staff governors declared an interest as paid members of staff.	
4. 5.	<u>MINUTES FROM THE 26.9.19 MEETING AND MATTERS ARISING (not on this agenda)</u>	
	<p>An amendment had been made to the previous minutes <i>after</i> circulation to include confirmation that all governors had received and read the updated information regarding the 'Keeping Children Safe in Education September 2019' document.</p> <p>With this amendment, the minutes from the meeting held on Thursday 26th September 2019 were agreed as an accurate record.</p> <p>Item 5: The website had been updated.</p>	

	<p>Item 16: The hole in roof had not been repaired; this had been reported on the Parago system. Although it had not been causing any operational issues it still needed to be addressed. The Estates team been focusing on more pressing work, e.g. installing high handles in the nursery for safeguarding purposes. The school staff were very happy with the service provided by the estates team.</p>	
6.	<p><u>FEEDBACK FROM THE TRUST BOARD</u></p>	
	<p>There was no feedback for this meeting; however, governors were informed that the management accounts were now available via the Google Drive.</p>	
7.	<p><u>FEEDBACK FROM THE FORUM</u></p>	
	<p>The autumn term meeting had been cancelled to accommodate preparations for Ofsted.</p> <p>The Spring term meeting was scheduled for the following week and would focus on reading and homework (home learning) and the consultation for the new RSE (Relationships & Sex Education) curriculum.</p>	
8.	<p><u>NOTIFICATION OF ANY NEWLY APPOINTED GOVERNORS / RESIGNATIONS</u></p>	
	<p>There were no newly appointed governors or resignations since the last meeting.</p> <p>The meeting discussed the possibility of recruiting additional governors. There was room for 4 governors; 3 parents and 1 community. The importance of succession planning, too, for Chair and Vice Chair was highlighted.</p>	
9.	<p><u>HEADTEACHER'S REPORT</u></p>	
	<p>The report was circulated at the meeting. Mrs Jones offered her apologies that it had not been circulated in advance.</p> <p>The main points discussed were;</p> <ul style="list-style-type: none"> • Rebecca Carey had joined the school team, and had taken on the role of English lead. • Miss Turner, the new teaching assistant was settling in well. Miss Turner was trained as a Forest School leader, and had taken over the Wild tribe activities. • There was a struggle to recruit nursery staff to meet legal ratios, possibly as the post was for 24 hrs, and most potential applicants would prefer fewer hours. The school would consider a job share if the candidates were suitable. • The school has reduced its data drops from half termly to termly, in line with Ofsted recommendations relating to staff workload. • Ofsted inspectors would consider evidence of interventions and case studies, rather than look at data. • Y6 were making accelerated progress; there were high expectations from staff but also children were setting high expectations for themselves. • The behaviour policy was now embedded; Mrs Jones felt there was a 'good feeling' in around the school, and the SIP had noted that the pupils' attention to their learning was very good. • Breakfast club had made a difference to some of the more vulnerable children, who now came to class ready to learn. 	

	<ul style="list-style-type: none"> • A prompt sheet prepared by Richard Lawrence with safeguarding questions for governors was circulated. This included questions that inspectors may ask local governors if they attend the inspections. • Governors discussed the serious safeguarding incident mentioned in the report, and the importance of watertight procedures, and possibly increased security of the school grounds. <p>Q: How up to date is the pupil premium information on the school website?</p> <p>A: All information on the website is up to date.</p> <ul style="list-style-type: none"> • Mrs? Carey had updated the reading and phonics policies, which now included the nursery curriculum and how this builds on into the national curriculum. The school would need more up to date phonics books to match up with the revised policies. Mrs Jones had applied to the Kernow English Hub for funding, and their rep came to do an audit. The school hoped to get at least some part funding. Some books were urgently needed and had been ordered already. Governors suggested fundraising to help with the costs. • See confidential minutes dated 27.2.20 <p>Ms Holder thanked Mrs Jones for her report.</p>	
10.	<u>HEALTH & SAFETY UPDATE</u>	
	<p>Ms Holder attended the Trust health & safety training on the 12th February. A governor visit checklist for visits shared at the meeting would prove very useful. Mr Burgess will be asked to carry out a visit this term.</p>	
11.	<u>SAFEGUARDING GOVERNOR'S REPORT</u>	
	<p>Mrs Vincent had not completed her report due to work commitments, but would ensure it was done.</p> <p>Governors noted the updated safeguarding policy on the school website.</p>	
12.	<u>SELECTED TOPICS FROM STRUCTURED QUESTIONS</u>	
	<p>Curriculum</p> <p>Q: What are Ofsted looking for under the new framework?</p> <p>A: Ofsted stress the importance of the curriculum and of children building from prior learning. During visits, governors could talk to children about what they were learning and what they had learned in previous lessons.</p> <p>Q: How was the school's curriculum intent/implementation shared?</p> <p>A: The information was shared on the school's website. Mrs Jones explained how the same components were present in each subject/topic. Teachers have willingly taken on the extra work involved.</p> <p>Training & Development of the LGB</p> <p>Q: What training do governors require to expand their skills and knowledge?</p> <p>A: Safeguarding training was needed for governors, and would be organised as soon as possible. Governors were invited to attend the staff safeguarding training.</p>	

13.	<u>FEEDBACK ON GOVERNOR MONITORING VISITS</u>	
	<p>There had been two governor monitoring visits since the last meeting; governors agreed to book their visits for this term at the earliest opportunity.</p> <p>Q: Has the assembly been moved to the afternoons as recommended in the SI Partner visit report?</p> <p>A: Yes, assembly was either before break time or before the end of the school day, to curtail over-running. This would also allow more focussed learning in the mornings.</p> <p>The C&S committee had met on the 8th November and the 13th December.</p>	
14.	<u>FOCUS ITEMS AND UPDATES</u>	
	<ul style="list-style-type: none"> Operational risk register <p>The operational risk register had been reviewed and updated, and a copy would be made available to governors via Google Drive. Staff changes were still an issue.</p>	
15.	<u>IMPACT AND EFFECTIVENESS OF LOCAL GOVERNING BODY SINCE LAST MEETING</u>	
	<ul style="list-style-type: none"> The clerk attended a network meeting at Church house on 2nd December 2019. The Curriculum and Standards committee met on the 8th November and the 13th December 2019. Ms Holder had met with Mark Lees (SIP) and Donna Bryant, (Trust EL). 	
16.	<u>URGENT MATTERS FOR DISCUSSION</u>	
	<ul style="list-style-type: none"> The school minibus needs repairs that the school could not afford. Mrs Newman agreed to raise the matter at the next Trust Finance meeting, asking if it would be possible to arrange a minibus lease deal for the whole Trust. 	
17.	<u>MATTERS TO BE RAISED WITH THE TRUST BOARD</u>	
	None.	
18.	<u>DATES OF FUTURE MEETINGS</u>	
	<p>Tuesday 24th March 2020 (informal LGB) @ 4.30pm</p> <p>Thursday 14th May 2020 (formal LGB) @ 4.30pm</p> <p>Tuesday 7th July 2020 (informal LGB) @ 4.30pm</p> <p>Trust Board meetings for 2019 – 2020</p> <ul style="list-style-type: none"> Thursday 31 October 2019 Thursday 19 March 2020 Thursday 09 July 2020 	