



Porthleven Primary School
Local Governing Body meeting
Friday 6th July from 6.30pm
at Porthleven School

1. <u>ATTENDING</u> : Julie Power, Mark Richardson, Duncan Ratcliffe, Charlene Price In Attendance: Sarah Bayes, Dan Clayden Not attending: David McCarron, Rob John, Tim Sinclair and Philippa Mina		
2. <u>APOLOGIES</u> : Apologies were received and accepted from Rob John, Tim Sinclair		
		<u>ACTION</u>
3.	<u>WELCOME AND DECLARATIONS OF PECUNIARY INTERESTS</u>	
	There were no new pecuniary interests	
4.	<u>MINUTES FROM THE PREVIOUS MEETING AND MATTERS ARISING</u>	
	<p>There was discussion about how parents could contact governors. MR was happy to add his school email address to the governor page of the website.</p> <p>Codes of Conduct to be sent out ready for September.</p> <p>Governors getting involved in SMT – Governors came to one meeting. The new monitoring system (training) would help with this.</p> <p>Parent Survey – Ofsted question – 150 responses (the survey site uses the first 100) from Parents’ Evening. Very positive results. <u>Could this be shared with the parents?</u> Yes, it could be presented at Parents’ Forum in September. <u>Are the results better than last year?</u> There were not very many replies last year.</p> <p>PM came in on a visit to talk about phonics.</p> <p>The Trust minutes are on the Trust website.</p> <p>There are new lines on the road outside the school. The Estates Manager is looking at safety for pedestrians to get to the school without going through the carpark.</p>	Clerk

	<p>Check PM has sent letter to office manager.</p> <p>Pupil premium review was still outstanding</p> <p>There was discussion on after school clubs and the lack of them for KS1. It was agreed to put something in the forum and investigate further. DR/JP asked MR to contact super strikers to see if they can help with KS1</p> <p>Action: Clerk to circulate Codes of Conduct</p>	MR
6.	<u>URGENT MATTERS FOR DISCUSSION</u>	
	<p>MR went briefly through the new SoDA. Structured questions will be sent to each school to be answered at LGB meetings. Clerk to check that a new template with personalised questions will be sent to each school for each meeting. There was discussion on whether committees would be needed. It would probably be better to have the governor with responsibility meet with SMT.</p> <p>Forum group – parent/community group. MR and DR have started to put an advert together about it. The new well-being room would be launched at first Forum meeting, so the celebration should draw in numbers. Aimed at parents who wouldn't think about being a governor. Needs to be relaxed and informal. 5 representatives need to be elected. They are able to elect a trustee as the forum trustee. It was decided to place posters in school windows and advertise in newsletters before the end of term and then revisit it in September.</p> <p>MR – spoken to CEO about recruiting 2 new governors with curriculum experience. MR to put an advert on various local Facebook pages.</p> <p>JP reported that the visit monitoring training had been interesting and worthwhile. It was decided to produce a timetable for the year indicating when the termly visits/monitoring would occur. These will be led by the SDP. JP will take the lead on putting this together.</p> <p>Clerk to get electronic copy of governor monitoring visits PP to send to governors.</p> <p>Action: Clerk to check LGB meeting template with MAT office</p> <p>Action: DR and MR to complete Forum advertisement and place it around school and in newsletters</p> <p>Action: MR to advertise governor vacancies on Facebook</p> <p>Action: JP to start visits/monitoring timetable</p>	<p>Clerk</p> <p>MR/DR</p> <p>MR</p> <p>JP</p> <p>Clerk</p> <p>DR/MR</p> <p>MR</p> <p>JP</p>
7.	<u>SAFEGUARDING GOVERNOR'S REPORT</u>	
	<p>The Head reported on safeguarding in TS's absence. Paul Hunkin had been in to do an audit. The S157 had been sent. The Safeguarding governor will check the SCR termly, as will the Head and Hub leader. Gemma Attwood will be undertaking safer recruitment training. Louise Figgins will be the DSL to assist DC. Ali Groom will be responsible for Children in Care.</p>	
8.	<u>HUB COUNCIL / TRUSTEE COMMITTEES FEEDBACK</u>	
	<p>How do we find out about trustee committee feedback?</p> <p>Action: Clerk to investigate</p>	Clerk
9.	<u>HEADS REPORT</u>	

	<p>Data overview is good for presenting at the LGB meeting but when a data governor is appointed DR would go through this in more detail to explain what is happening from the results.</p> <p>Average progress should be 6 points. Some years have fewer children in them with special needs who are making no progress which affects results. Those pupils who are closing the gap are doing so enormously but not all pupils are doing so. Yr 5 results look lower as they are starting upper KS2 curriculum which is challenging, but by Yr 6 results have picked up.</p> <p><u>Why Amber in Yr 1?</u> Curriculum change from EY to Yr 1 is very great.</p> <p>Behaviour - Virtue in Education is working well and will be linked to Boxal profile areas. The school is hoping to be accredited as a nurturing school.</p> <p>Health and Safety – The MAT estates manager is looking at ways pedestrians can safely get through the car park and looking at access to back playground. Extending the school office is also being looked at. <u>Is the classroom extension still on cards?</u> No, numbers have settled so it is not needed at present.</p> <p>Sports premium – on website</p> <p>SEF – This will be looked at on the September 5th Inset day, to which governors are invited. Hopefully it will be set up as working document at that meeting.</p> <p><u>Is having a point of contact for PP families working?</u> CP said yes, parents were engaging with her and the school. Helping with funding for school trips had been successful, as had the pastoral side has also been successful. <u>Are more parents claiming free school dinners?</u> DR had spoken to the local MP today and who is going to bring up in Parliament why it is not done automatically.</p> <p>Boxal identifies where children should be against where they were when they enter school socially, emotionally and behaviourally.</p> <p>Overview of 3 yr plan for the budget. The school has lost a significant amount, although budget has gone up, because of a 30% increase in utility bills. Reserves will be wiped out in 3 years. Funding formula has been changed this year where all schools get same conditions grant so very small schools get the same as large schools. <u>Would the PTA help?</u> Yes, but it should not be used for core necessities. SEN funding is changing and this will be very significant. MR will meet with DR to discuss this in more detail.</p>	<p>DR</p> <p>DR/MR</p>
10.	<u>IMPACT AND EFFECTIVENESS OF LOCAL GOVERNING BODY SINCE LAST MEETING</u>	
	Pushing ahead with forum. Supporting CEO with SoDA. Safeguarding	
11.	<u>POINTS FOR LGB REPRESENTATIVES TO FEED BACK TO HUB COUNCIL</u>	
	<p>From September the Head is going to be at Mullion for 4 days a week for 2 terms. He made clear that he would not be doing it if he did not have complete confidence in DC and the staff. Keen on backfill being sorted properly and that staff are happy. On his day DR will be concentrating on being Ofsted-ready.</p> <p>Parents will be notified before the end of term.</p> <p>DR will continue to write the HT report so the clerk will investigate DC 's position on the LGB.</p> <p>Action: Clerk to check with MAT office whether DC should be associate/ex officio governor</p>	<p>Clerk</p>

12.	<u>DATES OF FUTURE MEETINGS</u>	
	Thursday 4 th October	

The meeting closed at 8.25

Chair's Signature _____ **Date** _____

Please note:

Challenges

Challenges are to be in bold and underlined, in question and answer format.

Actions

Actions are to be noted in the main column [in bold but not underlined] and the initials of the person to whom the action has been attributed are to be noted in the right hand column.