



An Daras Multi Academy Trust

Central Office
Unit 4 Tamar Business Park
Pennygillam Way
Pennygillam Industrial Estate
Launceston PL15 7ED

Central Office Tel: 01566 777503
E-Mail: governance@andaras.org

Executive Head Teacher – L Hussey
Chair of Governors – J Wonnacott

28/03/19

Minutes

**Local Governing Advisory Board; St Catherine's Church of England School – Spring
Thursday 28th March 2019 at 5pm at St Catherine's School**

Note that actions are highlighted in bold and red, and will be carried forward to the next meeting and questions or challenges during the meeting are highlighted in bold and blue

1. **Welcome and Apologies**

Present: James Wonnacott (Chair), Rebecca Brewer (Vice), Margaret Young, Brendan Maguire, Connie Smith, Liz Davy, Libby Bruce, Louise Hussey (Head)

In Attendance: Governance Officer, Pippa Warner

The Chair welcomed everyone and led in a prayer.

Teresa Sim was confirmed as a board appointed parent governor (no other volunteers were forthcoming from the parents). Apologies were received and accepted from her for this meeting due to work commitments. TM will organise relevant paperwork and the school will ensure DBS check is complete.

It is noted that Claire Fishleigh's resignation has been accepted since the last meeting.

2. **Declarations of Interest Relevant to this Agenda**

None declared.

3. **Confirm Minutes of LGAB Autumn Meeting (29th Nov 2018) and Matters Arising**

No actions. The minutes were accepted as a true and accurate record of the meeting and the Chair signed a copy.

4. **Confidential Agenda Items**

None.

5. **Head Teacher's Report**

MY challenged whether the spring predictions for Yr 6 pupils are on track? LH noted the progress and attainment predictions and factors specifically affecting this cohort. The governors then discussed the issues with educational needs support and mental health support in this county.

LH explained the data matrix and how the progress is measured based from previous key attainment figures, and how the school is trying to address issues and put in measures to improve progress throughout each year group so there are not gaps as the child moves up the school. In particular it is important not to have huge gaps when each child reaches Year 6. LH

noted that a certain year group are not predicted to get attainment figures hoped for but work is in hand to try to improve this.

Governors challenged attendance figures and how this is affecting learning? LH discussed low figures due to illness but there has been a lack of support from parents regarding attendance. There is also an issue with gaming with a certain number of children and a need to try to get these children involved in a wider range of activities such as residential trips.

The governors discussed the new structured 'parents evenings' where parents get an extended time (30mins) with the teachers rather than 10mins and the feedback has been positive. RB noted that engagement with parents is so important with their child's learning, doing homework, working hard at school and engaging in their education. The governors discussed that progress throughout the years becomes more difficult when other factors are involved such as mobility, SEN and EAL. It was noted that the closing of Kensey Foods is affecting EAL children.

LH noted that the school leaders and teachers are working very hard to have an impact in school and a teacher has a support plan if things are needed for improvement; this is very much a collaborative thing, is not just down to the teacher and it allows time to be allocated for this work.

The governors noted the latest positive report from the MAT Improvement Officer. Issues were noted with the website and the governors noted their concern with the MAT regarding this.

Governors noted the positive feedback from the parent questionnaires. Attendance at after school clubs tends to be inconsistent and some parents have requested free clubs. This is not possible as staff don't run after-school clubs due to work commitments and therefore provision for after-school club needs to be paid for. There was mixed feedback for homework.

LH talked through some other activities and **RB challenged the lack of hot water in the staff hand washing facilities given the spread of illness lately?** TM will pass to Sam Cardew at MAT central office.

6. Attainment and Progress (including PPG/GDS)

RB challenged what is being done to support and engage with children with EAL to improve their attainment? LH noted that support is given, but there are 12 different languages to cater for. The governors discussed initiatives that have been tried or that would be good if funding was available, but it is difficult to provide the provision that every child really needs within resources. Other data was discussed under item 5.

7. Improvement Plan Update and Progress

LH will provide a 6 monthly improvement plan update in the summer term and outlined some progress. Governors were content with the update.

8. Safeguarding

LH noted the S157 return which has been completed, and MY was consulted previously when an audit was conducted last term. MY will check the SCR in the summer term.

9. Vision/Ethos and Curriculum Discussion

LH noted what was learned at the SIAMS training and noted that it would be useful to get governors together for a separate working group to dig deep into the school vision and ethos,

and discuss broadly curriculum design. The new OFSTED framework was discussed and that it is not as positive as it was first thought and even more pressure will now be put on the teachers.

10. SIAMS

Discussed at number 9. PW has completed a new SIAMS self-evaluation and will be updated once the vision is confirmed. Global aspects have been added to this and the collective worship plan.

11. School Sessions/Timings and Term Dates

School is compliant.

12. Working Group Feedback

Spring working group covered on-line safety, website compliance, GDPR, improvement plan and SATs with BM, CS, TS, JW, RB and Head Teacher.

Summer working group will look at data, PPG impact and PE impact with BM, CS, RB, TS and Head Teacher. Date TBC.

There will be an additional working group to look at ethos, vision and curriculum design with JW, CS, RB, PW and Head Teacher. Date TBC.

13. Visits

Visits that took place were:

- CS – SEND visit – will take place before Easter.
- Chair met with Head Teacher.
- RB – data visit.
- Chair met with ADMAT CEO.

Visit plan for next term is:

- MY – Safeguarding including SCR check.
- JW – RE/Christian Distinctiveness visit.

14. Training

JW, LH and PW completed SIAMS training provided by the Diocese on 11th March.

BM & CS completed Governors foundation/induction course at the Diocese 12th March.

JW & TM on Marjon/Diocese Governance CPD programme.

It was noted that there will be ADMAT Monitoring Improvement on 1st May, open to all governors.

15. Any Other Business

Chair's termly meeting with MAT CEO - most elements have been covered, less the Chair noted the need for more HoS cover so that LH can cover her EHT duties across both schools.

16. DONM

Date of Summer term full Board confirmed for Thursday 27th June 19 at 5pm at St Catherine's School.

Meeting closed at 7.30pm.

Toni JH Martin
Governance Officer

Distribution List:

J. Wonnacott – Chair/Foundation Governor
R. Brewer – Vice-Chair/Foundation Governor
M. Young – Foundation Governor
T. Sim – Parent Governor
B. Maguire – Co-opted Governor (soon to be Foundation governor)
C. Smith – Parent Governor
L. Bruce – Staff Governor
L. Hussey – St Catherine’s Head Teacher
L. Davy – Associate Governor
P. Warner – Observer and Advisor, St Catherine’s Deputy Head of School

B. Jennings – ADMAT Board of Directors Chair
W. Hermon – CEO
B. Couch – Diocese of Truro