

Cury C of E Primary School
Local Governing Body meeting
Wednesday 22nd May 2019 at 5.30pm
at Cury School

1.	<p><u>ATTENDING :</u></p> <p>Jayne Banner Phil Cardnell (Chair) Geoff Cook Carol Cook Lesley Stott Lucy Wandless (Executive head teacher)</p> <p>In Attendance:</p> <p>Pam Miller (Trustee) Pat Nicholas (Clerk)</p>	
2.	<p><u>APOLOGIES :</u></p> <p>Apologies were received and accepted from Sarah Bayes and Sue Reynolds (Trustee).</p>	
		<u>ACTION</u>
3.	<p><u>WELCOME AND DECLARATIONS OF PECUNIARY INTERESTS</u></p> <p>Mr Cardnell welcomed Mrs Banner and Mrs Stott to the meeting. Mrs Nicholas was introduced as the temporary clerk for the meeting, as Mrs Bayes was unable to attend. The meeting heard that Mrs Nicholas would be clerk for the Cury LGB from September as Mrs Bayes was stepping down.</p> <p>Mrs Cook read the prayer.</p> <p>Staff governors declared an interest as paid members of staff. There were no other changes to the pecuniary interests.</p>	
4.	<p><u>MINUTES FROM THE PREVIOUS MEETING AND MATTERS ARISING</u></p> <p>“Requires improvement would be accepted but all the improvements in place would need to be acknowledged”. It was suggested and agreed that this statement be removed from the minutes.</p> <p>With this amendment, the minutes of the meeting on Wednesday 3rd April 2019 were signed as a true and accurate record.</p>	

	<p>Q: Would it be useful for governors to attend the SIAMS training?</p> <p>A: It was probably more useful to have the RE co-ordinator complete the training. Mark Lees was attending school for a SIAMS visit on the 11th June, and his report would include useful information for governors.</p>	
5.	<u>FEEDBACK FROM TRUST BOARD</u>	
	<p>Is it possible to know how Cury's attendance compares with other schools in the MAT? If the data is lower than others, is it possible to know what other schools are doing?</p> <p><i>"Cury's figures either compare favourably with the percentage figures for the Trust as a whole or there is not a great deal of difference between these. It is important to remember that, when dealing with small pupil numbers, any negative difference may only be down to one child".</i></p> <p>Attendance was improving, figures currently were at 94.25% (target 95%). The MAT figure overall was 95.04%. Persistent absence figures were also improving; action plans were in place for the relevant families.</p> <p><i>"At the recent training session on governance, Governors and headteachers were advised that LGB minutes show an awareness of issues but do not currently show what is being done about these, the impact of any actions, etc. so more needs to be shown of this e.g. recommendations from SIP, what is being done, what is happening a few months later, etc. Evidence of Governor Monitoring Visits also needs to be included so it is possible to see action on the ground and to demonstrate challenge / impact".</i></p> <p>Governors noted and agreed the recommendation from the training</p>	
6.	<u>FEEDBACK FROM THE FORUM</u>	
	No feedback was available for this meeting;	
7.	<u>NOTIFICATION OF ANY NEWLY APPOINTED GOVERNORS/RESIGNATIONS</u>	
	<p>Mrs Jayne Banner had been appointed as a staff governor, and Mrs Lesley Stott as a community governor.</p> <p>There had been no resignations.</p>	
8.	<u>HEAD TEACHER'S REPORT</u>	
	<p>Mrs Wandless presented a verbal report. The main points discussed were:</p> <ul style="list-style-type: none"> • Number on roll was 33 and 6 children in the cubs. In September there were 6 children joining the school in reception; 7 Y6 children were leaving. • The reorganisation of the school day was being considered; currently there was a one hour lunchbreak (12 – 1pm), with an afternoon break and a 3.30pm finish time. With the small number of children on roll, all the children and adults were able to sit down to lunch together, which finished relatively early. The last 15 minutes of the lunch break were proving problematic, however, strategies were in place, and appeared to be working well. • KS2 SATS had been completed, the children's attitudes had been very positive. Mrs Wandless thanked Mr and Mrs Cook for attending to monitor the tests. Parents prepared a cooked breakfast for year 6 on the last day of 	

	<p>the tests. The school had also received a County spot check for its test administration and had received a clean bill of health.</p> <ul style="list-style-type: none"> • Staff wellbeing continues to improve. • Governors heard that The Department for Education has now confirmed the £320 million sports premium funding for next year. There were restrictions on how the funding could be spent, and these had changed year on year, which meant that schools had sometimes found the funding difficult to spend. It had also emerged that any spend over £2,000 was classed as capital spending, although this could be overcome if the work was completed in stages. The school would be arranging training for Sports leaders i.e. older children who were responsible for arranging activities for the other children at break times. A water sports day had also been planned. • Maths data was improving, and funding was being sourced to help with improving reading and writing. Presentation and handwriting was a particular focus, with regular book scrutiny, and interventions. There was some improvement observed already, but it would take time. • KS2 writing moderation would take place on the 20th June. Mrs Woodhead was booked on mandatory training. • The school was developing its curriculum intent statement, to engage parents and children in the learning. This would not just relate to academic achievement, but also to experiences e.g. writing and posting a letter, riding on a bus. • The residential camp had been cancelled due to low numbers of families expressing an interest. Instead, the school would arrange an “Activity Day” and a sleepover at the school. • The response to the recent parent questionnaire had been small, but overall very positive. <p>Mr Cardnell thanked Mrs Wandless for her verbal report. Governors also wished to record their thanks to Mrs Wandless and the staff for their considerable efforts.</p>	
9.	<u>SAFEGUARDING GOVERNORS REPORT</u>	
	<ul style="list-style-type: none"> • The s157 has been signed and submitted. Helen Trelease will send out the quality assurance when all the schools have been completed. Governors will receive a copy of the action plan. <p>Q: Does this information need to be published on the school website?</p> <p>A: No, this is not required.</p> <ul style="list-style-type: none"> • Mrs Cook has begun the NSPCC Online Safer Recruitment training, and will complete by September. 	
10.	<u>HEALTH & SAFETY UPDATE</u>	
	<ul style="list-style-type: none"> • There is now a security lock on the kitchen, which contains the locked medicine cabinet. This security lock covers a number of hazards including hot water and sharp knives, as well as the medicines. • The roving caretaker, Mark Skinner, had been appointed, and a timetable drawn up. Mr Skinner would also provide an overview of H&S during his visits. 	
11.	<u>SELECTED TOPICS FROM STRUCTURED QUESTIONS</u>	
	None.	

12.	<u>FEEDBACK FROM GOVERNOR MONITORING</u>	
	Mrs Cook and the Trustees would complete a learning walk at the school on Friday 24 th May.	
13.	<u>FOCUS ITEMS AND UPDATES</u>	
	<ul style="list-style-type: none"> • Staffing <p>Mrs Woodhead would begin her maternity leave at the end of term, and would return to work on a part time basis, but not as the Assistant head at Cury. This post will be filled on a full time basis by Mrs Sarah French from September. Mrs Wandless was involved in the recruitment process and felt Mrs French would be an ideal addition to the Cury team.</p> <p>Mrs Bowden would begin her maternity leave around mid-September; recruitment for cover would begin after half term.</p> <ul style="list-style-type: none"> • Ofsted documentation <p>The MAT had produced two documents for staff to assist with Ofsted inspections. There is a guide on how to handle the initial phone call, and also information on how the MAT will support schools through the inspection process.</p> <ul style="list-style-type: none"> • Operational risk register <p>Two changes were reported; <i>Leadership: risk of lack of succession planning</i> – now in a better position. <i>Leadership: risk of failures in safeguarding &/or health and safety & compliance with regulatory frameworks – national curriculum, SEND</i> – new staff now have a clear induction process.</p>	
14.	<u>IMPACT AND EFFECTIVENESS OF LOCAL GOVERNING BODY SINCE LAST MEETING</u>	
	All actions from the previous meeting had been completed i.e. governors had read the Accessibility Policy and contacted the Head to approve, Mrs Wandless had sent the Data Dashboard to Governors, and the clerk had asked Mrs Stott for feedback from the Data meeting.	
15.	<u>URGENT MATTERS FOR DISCUSSION</u>	
	None.	
16.	<u>MATTERS TO BE RAISED WITH THE TRUST BOARD</u>	
	None.	
17.	<u>DATES OF FUTURE MEETINGS</u>	
	To be agreed when the Trust timetable for 2019 -20 has been made available.	

The meeting closed at 7pm

Chair's Signature _____ Date _____