

Cury C of E Primary School
Local Governing Body meeting
Tuesday 1st October 2019 at 5.30pm
at Cury School

<p>1. <u>ATTENDING :</u></p> <p>Cury Jayne Banner Geoff Cook (left the meeting at 6.45pm) Carol Cook (joined the meeting at 5.45pm) Lucy Wandless (Executive head teacher)</p> <p>Garras Lucy Green (joined the meeting at 5.50pm) Lucy Wandless (Executive head teacher)</p> <p>In Attendance: Pam Miller (Trustee) Kristin Pryor (Trustee) Pat Nicholas (Clerk)</p>		
<p>2. <u>APOLOGIES :</u></p> <p>Apologies were received and accepted from Lesley Stott (CU) and Fiona Hoskin (GA)</p> <p>Absent: Paul Parfitt (GA)</p>		
	<u>ACTION</u>	
<p>3.</p>	<p><u>WELCOME AND DECLARATIONS OF PECUNIARY INTERESTS</u></p>	
	<p>Mrs Miller agreed to chair the meeting. Introductions were made for the first collaborative meeting of the Cury and Garras LGBs.</p> <p>It was noted by governors that the LGB was not correctly constituted at the present time.</p> <p>Staff governors declared an interest as paid members of staff. New forms were circulated and completed by the governors present.</p> <p>Governors heard that Mrs Banner would take up the interim headship at Breage C of E School from after half term. Both schools' governors offered their congratulations to</p>	

	Mrs Banner on her new post.	
4.	<u>ELECTION OF CHAIR & VICE CHAIR</u>	
	Governors agreed to defer this item to a future meeting as the LGB was not correctly constituted at the present time.	
5.	<u>MINUTES FROM THE PREVIOUS MEETING AND MATTERS ARISING</u>	
	<p>The minutes of the meeting held on the 22nd May 2019 were agreed as a true and accurate record.</p> <p>(Mrs Cook joined the meeting at 5.45pm)</p> <p>(Mrs Green joined the meeting at 5.50pm)</p> <ul style="list-style-type: none"> • Item 4: The current RE co-ordinator would be leaving the school at half term, so it seemed more appropriate to have the new co-ordinator (recruitment was underway) complete the training. • Item 8: Lunch break was the same at present, but the changes made in arrangements were working well. Lunch times were more meaningful and purposeful. Mrs Wandless still planned to have an earlier finish time to the school day; which may include a shorter lunch break. • Item 9: Mrs Cook had not yet completed the safer recruitment training. 	
6.	<u>FEEDBACK FROM TRUST BOARD</u>	
	There was no feedback from the Trust Board for this meeting.	
7.	<u>FEEDBACK FROM THE FORUM</u>	
	<p>There had been no Forum meeting since the last LGB meeting. Mrs Wandless had attended a Parish Council meeting, and they had offered their support to the school. It was hoped to invite members of the parish council and the church to join the Forum. Governors expressed the importance of building relationships with the local community. The meeting was pleased to hear that the children were once again involved in the Cury village show.</p> <p>Parents had been invited to a coffee morning to enable Mrs Wandless to explain the situation with low numbers; Donna Bryant, the Trust Executive Lead also attended. This was well supported by parents, as was the 'Come and have lunch with your child' event on the 25th September.</p>	
8.	<u>NOTIFICATION OF ANY NEWLY APPOINTED GOVERNORS/RESIGNATIONS</u>	
	<p>There had been no newly appointed governors since the last meeting.</p> <p>Mr Cardnell had resigned.</p> <p>Governors discussed a potential new governor who had already visited the school. Mr Cook agreed to ensure that the appropriate paperwork was completed.</p>	

9.	<u>HEAD TEACHER'S REPORT</u>	
	<p>Mrs Wandless report was circulated with the agenda. The main points discussed were:</p> <ul style="list-style-type: none"> • See confidential notes dated 1.10.19 • Miss Gardner and Mrs French had settled in well to their new roles. Mrs Roadley will leave the school at half term, but does not relocate until after Christmas, and so had agreed to support the school on an occasional basis in the second half of the term with preparation for Ofsted and SIAMS, as well as handing over to her replacement. • (PA) Persistent absenteeism (i.e. 90% or below) and lateness had been targeted and the school had engaged with families to address the issue. There were no issues so far this term. Attendance was 94.23% for the 2018-19 year, which was above national average but lower than the previous year. PA was 12.12% which was above national average; however the previous year's figure was 25% so there was an improvement. • Mark Lees has suggested a different format for the SDP (School Development Plan) and the SEF (Self Evaluation Form), Mrs Wandless was piloting a version of the SEF recommended by Mark Lees, however this is still a lengthy document. • Mrs Wandless was also trialling a new SDP version currently only 3 pages. The focus was on key areas, mostly based around data. • A Gap Analysis had been completed, identifying gaps in learning for each child, and producing an individual intervention timetable to fill those gaps. This plan was also shared with parents. <p>Q: Governors asked if senior leaders were happy with progress on the areas for development in safeguarding.</p> <p>A: Yes, most of the schools in the Trust had similar issues.</p> <ul style="list-style-type: none"> • There had been one reportable accident. A child sustained an injury from stick in the eye. They were taken to hospital for treatment but there had been no permanent damage. A request was made to the caretaker to remove any other big sticks from the grounds, but there were no other similar reports when Mrs Wandless conducted an investigation. <p>Q: Would there be the potential for a joint sports lead over the two (Cury and Garras) schools?</p> <p>A: This would depend on the outcome of the recruitment currently underway at both schools. While not essential at the moment, particularly at Cury, it would be something the school would work towards.</p> <p>(Mr Cook left the meeting at 6.45pm)</p> <ul style="list-style-type: none"> • There was only one child in cubs currently. With the closure of the YMCA preschool at Mullion, the primary school had plans for providing its own nursery provision. In order to support a fellow Trust school, Cury would look to set up a parent and toddler group, to complement the new provision at Mullion Primary. 	
10.	<u>SAFEGUARDING GOVERNORS REPORT</u>	
	<ul style="list-style-type: none"> • The 2019 KCSIE document had been signed by staff and governors. There were no safeguarding issues to report. 	
11.	<u>HEALTH & SAFETY UPDATE</u>	
	<ul style="list-style-type: none"> • Mr Cook carried a health and safety walk with Mrs Wandless. No issues were identified, mainly due to the excellent efforts of Mark Skinner, the roving caretaker. 	

12.	<u>SELECTED TOPICS FROM STRUCTURED QUESTIONS</u>		
	Q: Why were the moderation results not reflected in the rest of the data?	A: There were a number of reasons for this. Case studies were carried out for last year's Y6; none of them had started at Cury, which was a key factor. Disrupted learning also needed to be taken into account. Overall pupils made progress and SEND children made better progress than non-SEND.	
13.	<u>FEEDBACK FROM GOVERNOR MONITORING</u>		
	There was no feedback available for this meeting.		
14.	<u>FOCUS ITEMS AND UPDATES</u>		
	<ul style="list-style-type: none"> Operational risk register <p>An additional section had been added for health and wellbeing of pupils and health and wellbeing of staff. The next Head's group meeting will discuss the detail.</p> <p>Some minor changes had been made to reflect the high staff turnover, and funding issues arising from low pupil numbers.</p> <ul style="list-style-type: none"> Review governor responsibilities <p>SEND - Mrs Cook LAC -Mrs Cook Whistleblowing - Mrs Banner Pupil premium - Mrs Cook Health and safety - Mr Cook Safeguarding -Mr Cook</p> <ul style="list-style-type: none"> Mrs Bryant will in future be known as Executive Leader for the Trust and Mr Lawrence. Deputy Executive Leader. This change was made to emphasise the Trust's identity as an educational body. Governors were also respectfully asked to refer to Southerly Point as the 'Trust' and not as the 'MAT'. 		
15.	<u>IMPACT AND EFFECTIVENESS OF LOCAL GOVERNING BODY SINCE LAST MEETING</u>		
	The LGB was not yet constituted in line with the Scheme of Delegated Authority, so impact and effectiveness was difficult to quantify.		
16.	<u>URGENT MATTERS FOR DISCUSSION</u>		
	None.		
17.	<u>MATTERS TO BE RAISED WITH THE TRUST BOARD</u>		
	Governors wished to make the Trustees aware that the first collaborative meeting of the two schools had been very positive, and that the governors were keen to work together for the benefit of their pupils.		
18.	<u>DATES OF FUTURE MEETINGS</u>		
	<ul style="list-style-type: none"> Tue 3rd March 2020 5.30pm at Garras Tue 16 June 2020 5.30pm at Cury <p>Trust Board meetings for 2019 – 2020</p> <ul style="list-style-type: none"> Thursday 31 October 2019 		

	<ul style="list-style-type: none">• Thursday 19 March 2020• Thursday 09 July 2020	
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The meeting closed at 7.55pm

Chair's Signature _____ **Date** _____