

Cury C of E Primary School
Local Governing Body meeting
Tuesday 3rd March at 5.30pm
at Garras School

	<p>1. <u>ATTENDING</u> :</p> <p>Cury Jayne Banner Geoff Cook Carol Cook Lucy Wandless (Executive head teacher)</p> <p>Garras Michael Davidson Lucy Green Fiona Hoskin Laura Murgatroyd Rev Mike North Lucy Wandless (Executive head teacher)</p> <p>In Attendance: Leona Lugg, prospective governor Pat Nicholas (Clerk) Angela Noble, prospective governor Kristin Pryor (Trustee)</p>	
	<p>2. <u>APOLOGIES</u> :</p> <p>Apologies were received and accepted from Lesley Stott (CU).</p> <p>Absent: Paul Parfitt (GA)</p>	
		<u>ACTION</u>
3.	<u>WELCOME AND DECLARATIONS OF PECUNIARY INTERESTS</u>	
	<p>Mrs Nicholas led the meeting pending the elections. Introductions were made for the benefit of new governors.</p> <p>It was noted by governors that the LGB was not correctly constituted at the present time.</p>	

	Staff governors declared an interest as paid members of staff.					
4.	<u>ELECTION OF CHAIR & VICE CHAIR</u>					
	<p>Mr Davidson was nominated as Chair of Governors; the nomination was seconded and the vote was unanimous.</p> <p>The election of Vice Chair was deferred. Governors discussed the importance of succession planning, and those present agreed to consider taking on the role of Vice Chair.</p> <p>Mr Davidson took the Chair at this point.</p>					
5.6.	<u>MINUTES FROM THE PREVIOUS MEETING AND MATTERS ARISING</u>					
	The notes and confidential notes from the meeting held on the 1 st October 2019 were agreed as a true and accurate record.					
7.	<u>FEEDBACK FROM TRUST BOARD</u>					
	<table border="1"> <tr> <td colspan="2">CURY</td> </tr> <tr> <td>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.</td> <td>No action required but good to note</td> </tr> </table>	CURY		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.	No action required but good to note	
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8.	<u>FEEDBACK FROM THE FORUM</u>					
	<p>There had been no Spring term meeting.</p> <p>Cury had taken a different approach to the Forum, holding Coffee Mornings, looking at the children's work and having a visit from the school nurse. Cury Cubs only take three year olds, and the last coffee morning had highlighted the lack of nursery provision. As a result, the 'Bright Beginnings' group was set up for babies and toddlers.</p>					
9.	<u>NOTIFICATION OF ANY NEWLY APPOINTED GOVERNORS/RESIGNATIONS</u>					
	<p>There had been no resignations since the last meeting.</p> <p>Mr Davidson (community-Garras) and Mrs Murgatroyd (parent-Garras) were welcomed to the meeting.</p> <p>Mrs Noble (Cury) and Mrs Lugg (Garras) were welcomed as prospective governors.</p> <p>Mrs Pryor explained her role as a link trustee for the benefit of new members.</p>					
10.	<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 3.2.20 • There were now 23 children on roll. The school was aware of children who were due to turn three in the next few weeks and were expected to join the Cubs. • Attendance was well above national averages at 97.3%. In the previous year, persistent absence was high; 22.5% against a national average of 8.5%. During the Ofsted inspection, the inspector noted that there were no persistent absentees so far this year. 					

	<ul style="list-style-type: none"> Mr Cook had completed a safeguarding visit and Paul Hunkin, executive head teacher for Wendron and Crowan, had carried out a DSL visit to check that the safeguarding structure was strong. Mrs Wandless updated governors on the accident that had occurred in school. Mr Cook informed the meeting that the Parago system for reporting building and maintenance issues was working well, and while the estates team still had a couple of outstanding issues, overall the service was good. Mark Skinner, the roving caretaker, was also good at spotting issues that school may have missed. The SIP (School Improvement Partner) visit was very positive. All reports were available on the Google Drive. <p>Q: Feedback from the inspections indicated that governors should monitor the take up for after school clubs with children eligible for pupil premium.</p> <p>A: Mrs Wandless agreed to include this information on future head's reports.</p> <p>Q: What was the procedure for reporting on spending for sports premium?</p> <p>A: There was a statutory requirement for a report to be published on the school's website.</p> <ul style="list-style-type: none"> Half termly data drops have stopped to help reduce staff workload. The staff still have conversations about progress, but the data drops were now happening termly. The data at Cury was much improved, with year 1 up to 67%. (Governors were reminded of the difficulties of reporting on data with such small cohorts). Year 6 remain at 100%, already working at greater depth for writing and on track to achieve greater depth for reading and maths. Children were assessed to identify gaps in learning and these gaps were filled through focused teaching and interventions. <p>Mr Davidson thanked Mrs Wandless for her report.</p>	
11.	<u>HEALTH & SAFETY UPDATE</u>	
	<ul style="list-style-type: none"> Matt Grainger, H&S officer from Cornwall Council, was conducting general health and safety walk rounds for all Trust schools to ensure that they have everything in place. A problem had been identified with an electrical cupboard, where the space was also used for storage. This had been cleared and was now safe. Following information from Mrs Kapp's fire warden training, it emerged that the fire plan needed updating. The Trust will action the provision of up to date school plans. 	
12.	<u>SAFEGUARDING GOVERNORS REPORT</u>	
	<ul style="list-style-type: none"> Mr Cook, undertook a safeguarding governor visit on 7th February. A report will follow. Governors noted the updated safeguarding and child protection policy. 	
13.	<u>SELECTED TOPICS FROM STRUCTURED QUESTIONS</u>	
	<p>The format for the structured questions was explained for the benefit of the new members. These questions could be used during a learning walk or monitoring visit. These were aimed at increasing confidence and to be used as a guide.</p> <p>Key roles for governors were explained. In another LGB, the Chair had met with governors and looked at the key areas of the School Development Plan (SDP) and put together a monitoring plan for the year, and the meeting considered this as a plan going forward.</p>	

14.	<u>FEEDBACK FROM GOVERNOR MONITORING</u>	
	There was no feedback available for this meeting.	
15.	<u>FOCUS ITEMS AND UPDATES</u>	
	<ul style="list-style-type: none"> • Cury Ofsted Inspection – There had been a two day inspection under Section 5 at Cury. Since Mrs Wandless took up her post in January 2019, there had been a number of staff changes; Mrs Wandless was also the school’s third head teacher in an 18 month period. Staff morale was low and sickness was high. SATS data was poor and there had not been enough time to address this. Cury was now a very different school, and staff had achieved a lot in a short time. The lead inspector recognised the progress that had been made, and while the overall judgement could not be revealed, the school was reasonably pleased with the outcome. There were lots of strengths identified, and pupil behaviour was praised. Thanks were offered for the support from governors and trustees and Mrs Bryant, the Executive Leader. Thanks were offered, too, to the Garras team who supported after school on the day of the phone call. Parental support too, was excellent. The final report would take up to 30 days but the lead inspector confirmed that it would be before the Easter break. . • Operational risk register - There were no changes to the register since the last meeting. • Chair of governors - Succession planning was discussed once again. Cury’s LGB was still not correctly constituted. • Attendance letters - Traffic light letters were explained to the governors, and it was proposed that they are used after the Easter holiday, with letters going out to parents before Easter to inform them. Governors were reassured that these were not blanket letters, and that individual circumstances would be taken into account. Punctuality was not an issue at either school. There was also a letter to send if punctuality was an issue, with information in it about the impact of lateness. 	
16.	<u>IMPACT AND EFFECTIVENESS OF LOCAL GOVERNING BODY SINCE LAST MEETING</u>	
	None to report at this meeting.	
17.	<u>URGENT MATTERS FOR DISCUSSION</u>	
	<ul style="list-style-type: none"> • Information had been shared with parents about Coronavirus, and the preventative measures put in place. Governors were reassured that the school was following the advice received, and doing everything that it could in terms of hygiene and hand washing. • Governors asked if the school would be using the STEM project resources from the SPCMAT newsletter. Mrs Wandless agreed to raise this with teachers. 	
18.	<u>MATTERS TO BE RAISED WITH THE TRUST BOARD</u>	
	None.	
19.	<u>DATES OF FUTURE MEETINGS</u>	
	<ul style="list-style-type: none"> • Tue 16 June 2020 5.30pm at Cury Trust Board meetings for 2019 – 2020 <ul style="list-style-type: none"> • Thursday 31 October 2019 • Thursday 19 March 2020 • Thursday 09 July 2020 	

The meeting closed at 7.35pm

Chair's Signature _____ **Date** _____