

**Crowan**  
**Local Governing Body meeting**  
**Wednesday 15<sup>th</sup> May 2019 at 6.30pm**

1.	<b><u>ATTENDING</u></b> :Liz Austin (Chair) Lizzie Heath, Sue Webb, Hannah Phillips, Paul Hunkin (headteacher) In Attendance Janet Standing (Clerk)	
2.	<b><u>APOLOGIES</u></b> : Lorraine Srout	
		<b><u>ACTION</u></b>
3.	<b><u>WELCOME AND DECLARATIONS OF PECUNIARY INTERESTS</u></b>	
	No changes recorded	<b>LS</b>
4	Notification of new Governors; <ul style="list-style-type: none"> <li>• LS has now officially been appointed for a 3 year term, she would monitor behaviour in the school</li> </ul>	<b>LS</b>
4	<ul style="list-style-type: none"> <li>• The minutes of the last meeting were confirmed as a true record</li> <li>• Matters Arising;</li> <li>• HP would be attending a moderation meeting after half term</li> <li>• Teacher assessment would be done this term in writing and in science</li> <li>• Interviews would be taking place for the Deputy Head at the school in the MAT office at Helston, there were 4 positions to be filled in the MAT</li> <li>• The preference would be for at least recent teaching experience in KS2</li> <li>• The panel will comprise of PH, the Executive Head of Godolphin, Garras and Sithney , Head at Lewandewednack and at Cury and the CEO and a Trustee</li> </ul>	

5.

**Head teachers Report;**

- This had been circulated in advance of the meeting
- Information supplied to the MAT about Crowan School had been included with the HT report for Governors perusal
- The school had been asked what they had contributed to the MAT and what they felt they had received from the MAT
- It was reported that the member of staff who had reduced hours was happy with the new arrangement
- A number of children had joined the school and a few had left
- Attendance had been monitored by the EWO
- The number of 1<sup>st</sup> choices for September was 13 against a PAN of 17, therefore the class structure may have to be considered, this may mean a split in the y1 cohort
- One member of staff was providing office support on Fridays, and is also supporting breakfast club as she is Paediatric first aid trained
- One temporary member of staff would be finishing at half term
- CEO has spoken to support staff with regards to anomalies in pay
- Staff will get letters from the MAT detailing any changes
- Progress data from the tracker was circulated to Governors
- One child is away on holiday during KS2 SATS, he will not be included in data but will be included in attainment as not achieved
- KS1 SATS have started and the children are doing well
- Children with dyslexic tendencies do not score in the spelling
- The last KS2 paper is tomorrow; Maths; Reasoning
- Behaviour; Behaviour issues with one child were being addressed and other agencies were involved
- School Camp and various trips would be taking place this term
- SEND; record of need had been updated, one Education, Health Care Plan
- No referrals to MARU since Christmas
- Safer Recruitment training attended
- Incident with child in y1 swallowing a marble
- Pupil Premium; Breakfast club time could be funded through this stream
- PE Premium; New scheme of work now in use in the school
- Summer term clubs working well
- Y1 and Y2 are swimming at Carn Brea and this was progressing well
- First aid cover updated
- Buildings and Premises; The lino has to be put back following work on a leak, this work could be done by the rolling caretaker who was now in use by a number of the MAT schools
- SW to arrange to undertake a Health and Safety visit
- The new system of repairs is now working better
- Healthy Schools re accreditation to take place
- Financial packs included and the Accountant will be visiting the school to go through the new Budget
- There is still £2,500 left in Pupil Premium
- Sports premium will still be granted to schools next year
- DCF; the school has still to use this for ICT or small building repairs
- PH proposed that this should be used to update the ICT provision

	<ul style="list-style-type: none"> <li>• Pupil Tracker report presented, this information was circulated to Trustees to discuss at their meetings</li> <li>• No exclusions reported</li> <li>• Governor monitoring; These reports had been passed through to Trustees</li> <li>• An accident was reported on and the relation to behavioural issues, parents have been spoken to and a future incident could result in an exclusion, there are measures in place to support the child and family and Governors did express concern if the child in question hurt another child in the future.</li> <li>• An exclusion was only beneficial if the child understood his actions and the reason for the exclusion</li> <li>• A discussion took place on this</li> <li>• The parents of the other child involved were happy with the sanctions that had been imposed at the present time</li> </ul>	
6.	<p><b><u>SAFEGUARDING</u></b></p> <p><b><u>S175 had been sent to County</u></b></p> <p><b><u>LH to arrange meeting with PH to monitor this area</u></b></p>	LH
7.	<p><b><u>GOVERNOR MONITORING/ LEARNING WALKS;</u></b></p> <ul style="list-style-type: none"> <li>• Monitoring reports had been forwarded to Trustees</li> <li>• SW to visit to look at Health and Safety</li> <li>• LH to visit to look at Safeguarding but this would be in the latter half of the term</li> <li>• Priorities in the school improvement plan could be considered in formulating visits</li> <li>• Parking; This was still an issue at the school, and it was reported that a Traffic Warden had been out to the school on a couple of occasions.</li> <li>• A complaint had been received from a local resident with regards to the parking at the school</li> <li>• The day that the builders were at the school to work on the Sensory Garden, parents were being advised that the usual parking would not be available</li> </ul>	SW LH
8.	<p><b><u>POLICIES FOR APPROVAL; None presented</u></b></p>	
9.	<p><b>Communication;</b></p>	
9.1	<p>No further Governor training (MAT) was in the diary at the present time</p>	

9.2	PH had received a proforma as to what to do when Ofsted made arrangements for Inspection	
9.3	Governors would like to know details of what they should expect, potential questions	
9.4		
9.5	<p><b>Diary Dates;</b></p> <ul style="list-style-type: none"> <li>• Parent Forum followed by Governor Review meeting at the end of the year, discussion, could invite new reception parents, not as formal as forum, poss Friday 21<sup>st</sup> June for Sports Day</li> <li>• Self clerk 3<sup>rd</sup> July at 3.30pm tbc as parents forum and Governor meeting after that</li> <li>• 25<sup>th</sup> September at 6.30pm</li> <li>• LH informed Governors that she will stand down as Chair at the end of this term election or self-nomination at start of academic year, she would be prepared to continue as Vice chair to support the new Chair</li> </ul>	LH
10	<b><u>STRUCTURED QUESTIONS</u></b>	
	None presented	
11.	<b><u>IMPACT AND EFFECTIVENESS OF LOCAL GOVERNING BODY SINCE LAST MEETING</u></b>	
	<ul style="list-style-type: none"> <li>• <a href="#">Meetings to take place between Head and Chair</a></li> <li>• <a href="#">Safer Recruitment training attended</a></li> <li>• <a href="#">Governor monitoring taken place and reports forwarded to Trustees for information</a></li> <li>• <a href="#">Parents Forum continuing to meet</a></li> <li>• <a href="#">Budget situation with the MAT is not ideal but has improved</a></li> <li>• <a href="#">LS appointed as Governor to the school</a></li> </ul>	

Chair's Signature \_\_\_\_\_ Date \_\_\_\_\_

The meeting closed at 8.40pm