



Wendron C of E Primary School Local Governing Body meeting Tuesday 12th September 2017 from 7.00pm

at Wendron C of E Primary School

1 AT	FENDING .				
	1. ATTENDING: Conon D. Millor (Chair), Mr. D. Lawrence (Head), Mr. C. Diddiek, Mrs. K. Taharar, Mrs. A. Vanagar,				
Canon D Miller (Chair), Mr R Lawrence (Head), Mr C Biddick, Mrs K Taberer, Mrs A Veneear and Mrs C Thomas					
In Attendance					
Mrs S	Bennetts (Clerk)				
2. <u>AP</u>	OLOGIES :				
Apolog	gies were received and accepted from Mr M Haywood and Mr B Jollifffe.				
		<u>ACTION</u>			
3.	WELCOME AND DECLARATIONS OF PECUNIARY INTERESTS				
	Canon Miller welcomed the governors to the meeting.				
	Governors completed the Pecuniary Interest forms for the year 2017/2018.				
4.	MINUTES FROM THE PREVIOUS MEETING AND MATTERS ARISING				
	The minutes of the meeting of 16/05/2017 were agreed as a true record and signed by Canon Miller.				
	Mr McDonagh has not forwarded details regarding the Headstart programme but Mr Lawrence has received the information from another source.				
5.	NOTIFICATION OF ANY NEWLY APPOINTED GOVERNORS				
	There are currently no new governors to appoint.				
	a. Election of Chair and Vice Chair				
	Canon Miller was elected as Chair of Governors for the year 2017/2018.				
	Mr C Biddick was elected as Vice Chair of Governors for the year 2017/2018.				
6.	URGENT MATTERS FOR DISCUSSION				
	a. Management and Leadership				
	Mr Lawrence informed the governors that his regular working days will be Monday am, Wednesday and Thursday at Wendron, Monday pm and Thursday Halwin and Tuesday for the trust.				
	Mrs Roberts has been appointed as Head of School and has ½ day management time. There will be a restructuring of some of the work load which will be				

distributed between Chris Roberts and Sarah Richards at Halwin. This will be RL written into their job descriptions and discussed at appraisal. b. Admissions 2017 and Appeal The school has taken in a full cohort to Reception this year and is already receiving visits from prospective children for next year. Both Lander and Grylls classes are below the required limit of 30 children. It is likely the school will be involved in 3 appeals which if successful will cause problems for the year 2019/2020 with a potential class of 38. Governors questioned whether many pupils leave the school. Q Α They were informed that pupils rarely leave the school. Governors questioned whether the school will be affected by the Q housing development in Helston. They were informed that the 106 money will be allocated to the Helston Α schools. If any of the housing comes within the Wendron Parish boundary, Dr Jenkin the local Cornwall Councillor will make a case for Wendron School being allocated some of the funding. Due to the potential large KS2 class sizes and Infant class sizes exceeding 30, Mr Lawrence feels the preferable option would be to reduce the PAN to 15 for 2019/2020. For this to happen the school will need to go to consultation from 1st October. Q Governors questioned when the appeals will be heard. One appeal will be heard on 4th October. Dates are to be arranged for the Α other 2. Q Governors requested information on the Appeals' Panel. They were informed that the panel comprises Lay People who are Α appointed by the LA. It was confirmed that the 106 funding is received after the building is finished, so it could be many years before this is available. RL Mr Lawrence informed the governors that he proposes to go to consultation to reduce the PAN to 15 for 2019/2020 due to concerns regarding the financial impact of having to employ additional teaching staff. c. Pre-School A decision regarding the siting of Wendron Pre-school on the school site will be made on 4th October. Discussions are taking place regarding the lease of the land and the change of use. The building will be partly built off site and craned into position possibly during the Easter holidays. The school will be meeting the shortfall of £4,000 - £5,000. **HEADTEACHER'S REPORT** Mr Lawrence presented his report (attached)

7.

Q Mr Biddick requested details on the responsibilities of the governors.

He was informed that Pay Reviews will be made a trust level although the Chair of Governors will be involved in the headteacher's performance management. Many of the policies are being devised at trust level.

The earliest an Ofsted inspection can take place in January 2019.

	Mr Lawrence feels that it will still be valuable for the self-evaluation to take place locally.				
	Q Governors questioned whether the attendance figures were cause concern.				
	A They were informed that the school has one non-attender and one family had a delayed return to England due to the recent hurricane.				
8.	SAFEGUARDING REPORT				
	a. S175 QA Return				
	Helen Trelease has responded to the S175 return confirming that there is consistently strong evidence regarding the strength of safeguarding at the school. This result will be shared with staff.	RL			
	Q Governors questioned whether a safeguarding governor has been appointed.				
	A They were reminded that Mark Haywood has been appointed to this role.				
9.	HEALTH AND SAFETY				
	It was confirmed that Mark Haywood has responsibility for Health and Safety.				
	A Health and Safety audit will take place soon.				
	The Early Years play shed has been repaired.				
10.	FINANCE				
	There is no information to present. Maria Collins has the figures to date and has not raised any concerns.				
11.	HUB COUNCIL/TRUSTEE COMMITTEES FEEDBACK				
	The Hub Council will be meeting shortly to discuss the SEN Local Offer, the SEN report for Hub schools, Pupil Premium Review Reports and LGB feedback.				
	The Standards Committee will meet on 28 th September.				
12.	GOVERNOR FEEDBACK ON VISITS				
	Mrs Veneear will send her report to school.	AV			
	The next meeting will take the form of a learning walk. The next LGB meeting will focus on self-evaluation.				
13.	FOCUS ITEMS				
	a. School Performance				
	The attainment summary for KS2 2017 provided by corestats was circulated to governors. This details reading, writing, maths and grammar, punctuation and spelling for all pupils and groups of pupils, comparing the school with national and LA figures. Mr Lawrence circulated the KS2 analysis for 2016/2017 and explained that one pupil had major needs and although huge progress had been made, this is not seen in the data. A case can be made if necessary. Another child was absent through sickness and the figures remove this child. Additional figures have been prepared showing scores without the two Year 5 joiners and the two				
<u> </u>	dyslexic children. The figures for grammar, punctuation and spelling are lower than hoped and				

	governors were informed that the school will ensure improvement is made.				
	Q Governors questioned whether there is the same diversity in maths				
	A They were informed that there is a fairly similar situation although figures reflect this particular cohort. All levels are now encompassed in the one paper.				
	b. School Development Planning				
	Staff have been asked to contact governors regarding updates to the School Development Plan				
	c. Strategic plans – 3 years				
	Mr Lawrence's fixed term appointment at Halwin School is due to end in August so it will soon be necessary to review this arrangement.				
	The MAT is becoming embedded in the work of the school. This will be reviewed in more detail in January.	RL			
14.	IMPACT AND EFFECTIVENESS OF LOCAL GOVERNING BODY SINCE LAST MEETING				
	Governors felt that they are still exploring their role. They agree they have discussed strategies regarding pupil numbers, the building of the pre-school on site and the performance and standards of the children.				
15.	DATES OF FUTURE MEETINGS				
	A learning walk will take place week beginning 30 th October or 5 th November				
	The next LGB will be held during week commencing 8 th or 15 th January 2018. Mr Lawrence will discuss with staff whether the self-evaluation will take place at this meeting.	RL			

Chair's Signature	 Date

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Challenges

Challenges are to be in bold and underlined, in question and answer format.

Actions

Actions are to be noted in the main column [in bold but not underlined] and the initials of the person to whom the action has been attributed are to be noted in the right hand column.