

Wendron C of E Primary School
Local Governing Body meeting
Tuesday 24th September from 7pm
Wendron C of E Primary School

<p>1. ATTENDING : Canon D Miller (Chair), Mr C Biddick (Vice-Chair), Mr P Hunkin (Executive Headteacher), Mrs A Venear, Mrs K Taberer, Mrs H Gilbert</p> <p>In Attendance Mr T Sanders (Trustee) and Mrs S Bennetts (Clerk)</p>		
<p>2. APOLOGIES : No apologies had been received.</p>		
		<u>ACTION</u>
3.	<u>WELCOME AND DECLARATIONS OF PECUNIARY INTERESTS</u>	
	<p>DM welcomed the governors to the meeting.</p> <p>Pecuniary Interest forms for the year 2019/2020 were completed by the governors.</p> <p>It was unanimously agreed that DM be appointed as Chair of Governors for the year 2019/2020 and that CB be appointed as Vice Chair of Governors for the year 2019/2020.</p>	
4.	<u>MINUTES FROM THE PREVIOUS MEETING AND MATTERS ARISING</u>	
	<p>Governors agreed that the minutes of the meeting of 11/06/2019 were a true record and they were duly signed by DM.</p> <p>It is not certain how far the implementation of on-line parent questionnaire has progressed.</p> <p>ACTION: AH to update on progress of on-line questionnaire.</p> <p>The governors' monitoring timetable has not been circulated.</p> <p>ACTION: PH to circulate governors' monitoring timetable.</p> <p>The Health and Safety Policies have not been circulated.</p> <p>ACTION: PH to circulate the Health and Safety Policies and potential dates for governor visits.</p> <p>Feedback from the submission of the S157 has been received. PH will discuss with the Safeguarding Governor.</p>	<p>AH</p> <p>PH</p> <p>PH</p>

	<p>ACTION: PH to meet with AH to discuss feedback from the S157.</p> <p>PH informed the governors that he will be attending Educational Visits Coordinator Training on Friday.</p> <p>Q: What does the role of EVC involve?</p> <p>A: This training is required for the planning of any school visits which involve travelling over 30 miles from the school or are residential. Training is given on out of school risk assessment, obtaining the correct permissions etc.</p> <p>Ofsted's new framework is now in place and this has a focus on the curriculum. PH will inform staff of significant changes.</p> <p>ACTION: PH to appraise staff of significant changes to the Ofsted framework.</p> <p>The SIAMS inspection took place at the end of the Summer Term when the school was graded as Good. PH informed the governors that he has attended 2 C-SAW meetings and training provided by the Diocese of Truro. Other church schools are seeking support from Wendron School. The report which has been circulated to governors, highlights areas for development. The work of Mrs Hendy and the school's Worship Warriors was noted.</p> <p>AH was not present to update on the possibility of preparing a folder to be used during an Ofsted inspection.</p> <p>ACTION: AH to discuss potential folder with PH.</p> <p>PH informed the governors that he has taken on the roles associated with being executive headteacher at Wendron School and has arranged appropriate training. He informed the governors that he has taken on the role of Designated Safeguarding Lead. Mrs Roberts is Deputy Designated Safeguarding Lead but there are also other people within the trust and organisations such as MARU and the NSPCC who can offer support.</p>	<p>PH</p> <p>PH</p> <p>AH/PH</p>
5.	<p><u>FEEDBACK FROM THE TRUST BOARD</u></p>	
	<p>There were no matters raised at the last meeting.</p> <p>TS informed the governors of his role within the trust and his work at the Falmouth and Exeter Penryn Campus.</p> <p>Q: I understand that the financial situation for education is not looking good?</p> <p>A: The finances of the SPCMAT are looking good generally with the trust being financially stronger than most.</p>	
6.	<p><u>FEEDBACK FROM THE FORUM</u></p>	
	<p>A forum has not taken place since the last meeting.</p> <p>ACTION: PH to arrange a forum.</p> <p>The meeting was informed that the parents do not realize that the school (including the board of governors) does not have autonomy. The response was that HR, finance and estates have been taken away from the school to allow concentration on teaching and learning.</p> <p>The trust uses the Parago software for reporting and managing estates work. Reports from inspections are sent directly to the trust. The school would also like copies forwarded to them.</p> <p>Some companies contracted to carry out compliance checks, routine checks or emergency repairs have changed, as the trust has carried out procurement processes to obtain the best deals.</p> <p>The school works hard to engage the community in lots of ways but communication</p>	<p>PH</p>

	<p>data.</p> <p><u>Q: What does the term Cultural Capital mean?</u></p> <p>A: Schools should ensure that all children are given the opportunity to succeed, particularly in reading as this enables them to access other subjects.</p> <p>The School Improvement Partner Karen Brokenshire has visited the school to share her understanding of the new framework with staff.</p> <p><u>Q: Does the school offer pastoral care to the staff?</u></p> <p>A: Yes. This is also an area where governors can offer support.</p> <p><u>Q: Is the school liable for an Ofsted Inspection in the near future.</u></p> <p>A: It is likely that Ofsted will target a MAT and prioritize schools by risk assessment. Parent View can also prompt an inspection.</p> <p>Documents as listed in the Head’s Report, containing data on progress and attainment of pupils, will be discussed at the next meeting allowing governors time to study the information.</p> <p>ACTION: Pupil Standards to be an agenda item for the next meeting.</p> <p>Governors were informed that Ofsted will look at 3 years of data but as the SATs have changed, they are not comparable. PH also informed governors that as he has only been in post for a few weeks he needs to familiarize himself with the context behind individual children’s progress and attainment.</p> <p><u>Q: Due to the low number of pupils in each cohort, how much effect will the large percentage per pupil have?</u></p> <p>A: This will be taken into account.</p> <p>Copies of the Introduction to the IDSR were circulated to governors.</p> <p>The school will be taking an INSET day to enable staff to discuss and become familiar with the new framework.</p>	PH/SB
9.	<u>SAFEGUARDING GOVERNOR’S REPORT [STRUCTURED QUESTIONS] [TERMLY]</u>	
	<p>The Safeguarding governor was not in attendance so will present his report at the next meeting.</p> <p>ACTION: AH to arrange a monitoring visit and prepare a report for the next meeting</p> <p>PH asked the governors to ensure they had read and understood the revised Keeping children Safe in Education document.</p>	AH
10.	<u>HEALTH AND SAFETY UPDATE</u>	
	<p>CB will arrange a monitoring visit and will update governors at the next meeting.</p> <p>ACTION: CB to arrange a Health and Safety monitoring visit.</p>	CB
11.	<u>SELECTED TOPICS FROM STRUCTURED QUESTIONS</u>	
	<p>As PH has only been in post for three weeks, governors agreed to defer the structured questions to the next meeting.</p>	
12.	<u>FEEDBACK ON GOVERNOR MONITORING VISITS</u>	
	<p>There have been no monitoring visits since the last meeting.</p> <p>Four of the governors informed the meeting that they are having problems accessing their school emails.</p>	

	ACTION: Problems accessing emails to be discussed with IT support.	PH
13.	<u>FOCUS ITEMS AND UPDATES [Eg. policies; changes to the curriculum; etc]</u>	
	There were no focus items and updates to discuss at this meeting.	
14.	<u>IMPACT AND EFFECTIVENESS OF LOCAL GOVERNING BODY SINCE LAST MEETING</u>	
	The governors assisted the school during the SIAMS inspection, meeting with the inspector and providing support to the staff	
15.	<u>URGENT MATTERS FOR DISCUSSION</u>	
	There were no urgent matters to discuss.	
16.	<u>MATTERS TO BE RAISED WITH THE TRUST BOARD</u>	
	Would it be possible for the school to receive copies of any estates reports and findings following inspections and surveys?	
17.	<u>DATES OF FUTURE MEETINGS</u>	
	The next meeting will be held on Tuesday 12 th November at 7pm.	

Chair's Signature _____ Date _____