

Wendron C of E Primary School
Local Governing Body meeting
Tuesday January 16th from 7.00pm
at Wendron C of E Primary School

1. <u>ATTENDING</u> : 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>APOLOGIES</u> : Apologies were received and accepted from Mr B Jolliffe.		
		<u>ACTION</u>
3.	<u>WELCOME AND DECLARATIONS OF PECUNIARY INTERESTS</u>	
	Canon Miller welcomed the governors to the meeting.	
4.	<u>MINUTES FROM THE PREVIOUS MEETING AND MATTERS ARISING</u>	
	<p>The minutes of the meeting of 12th September were agreed as a true record and signed by DM.</p> <p>The roles of Chris Roberts and Sarah Richards are developing, with both being coached and mentored into Head of School. Job Descriptions will come from the trust and both will receive targets regarding their new roles.</p> <p>Consultation regarding the reduction of the PAN to 15 from 2019/2020 has taken place. The trustees have discussed the change and no objections have been raised. There will be a faith criteria with evidence of number of attendances and a letter from the church leader still required.</p> <p>M H has resigned as a governor of the school. His role of challenge and support re safeguarding could fall to the DSL of another school</p> <p>Dave Ellis, the estates manager, has taken responsibility for health and safety. He already holds responsibility for property compliance.</p> <p>AV has written a report regarding her visits to the school.</p> <p>RL will need to continue as executive head of Halwin School, probably for another year. <u>Will there be a time when you will return full time to Wendron?</u> I don't know. The long term decision rests with the trustees. <u>Is this likely to be the model for the future – a 'Superhead' being appointed?</u> Executive headships protect smaller schools from financial pressures. It is likely that larger schools will continue with their own headteacher but executive heads will be appointed to</p>	

	<p>groups of 2 or 3 smaller schools.</p> <p>The self-evaluation day will be held on Friday 19th January. Governors are invited to attend from 1pm when the church schools evaluation will be carried out.</p> <p>DM informed the governors about the links with Mr Lethbridge . Action: DM to email information re Mr Lethbridge. DM also informed the governors of the current connection with Dave Lockwood and the city of Lethbridge in Canada. Action: DM to contact Dave Lockwood</p>	<p>DM</p> <p>DM</p>
5.	<u>NOTIFICATION OF ANY NEWLY APPOINTED GOVERNORS</u>	
	There are currently no new governors to appoint.	
6.	<u>URGENT MATTERS FOR DISCUSSION</u>	
	<p>a. Southerly Point Governance</p> <p>This needs to be effective. The hub takes some responsibility for governance and the current model is that Wendron School has 2 hub councillors who sit on the hub council.</p> <p>At local level, the roles are not decision making, so as the cooperative needs to have a forum, this could be the means to support self-evaluation and local policy directions. Governors meetings would be held as and when with a minimum of 2 a year. Recruitment to the forum would be more straightforward and there would still be connections to areas of school life – English, maths and music etc. <u>When is this likely to happen?</u> This will be a focus for discussion at the Hub Council meeting on 6th February. <u>What will happen to the LGB?</u> This will morph into the forum. <u>Who will appoint hub reps?</u> Those who attend the forum can put themselves forward or an approach could be made to those seen to be good for the role. It is important that lines of communication exist and that cooperative principles are maintained. The forum will be representative of the community and will consider all views. <u>How will trustees inform their decisions?</u> They will be informed by the executive and discuss. The heads need to show/tell the members of the forum how vital and important their roles are and how their influence will affect the schools. All 5 categories will be represented on the forum and the advantage that members will not be held to account for decisions could encourage more interest.</p> <p>b. Pre-School</p> <p>Wendron Pre-School has been successful in securing the funding for the new build. Dave Ellis will project manage the build and will work with Avalon and Matt Hendy, the appointed contractors. Work will start at Easter and it is expected that the building will be craned in at the start of the summer with completion by September. The current committee will remain, as they have individual responsibility regarding the grant. The legal team have supported the lease which runs for 20 years with the right to renew.</p>	
7.	<u>HEADTEACHER'S REPORT</u>	
	<p>Mr Lawrence presented his report (attached)</p> <p>The appeal was withdrawn.</p> <p>Safeguarding has been discussed with DSL's from a number of schools.</p> <p>Risk assessments are being drawn up or updated on individual pupils.</p>	

	<p>The report contains the usual context data.</p> <p>Teacher assessments from the internal tracking for KS2 for reading, writing and maths were explained. Progress is a little lower than previous years. <u>Can you explain why KS1 maths is showing 39% working at expected or above?</u> This should be around 70%. Action: RL to check figures.</p> <p><u>Is Wendron School still evaluated against other similar schools?</u> The school is evaluated against the scaled score in some cases. The performance last year was down. What is the major reason? The school had children entering in year 5 and this made a significant impact.</p> <p>The WSA raised in excess of £1,500 at the Christmas Bazaar. This could possibly increase with matched funding.</p>	RL
8.	<u>SAFEGUARDING REPORT</u>	
	Mr Lawrence informed the governors of a new secure on-line version of reporting concerns called 'My Concern', which the trust is looking into purchasing. An online portfolio can be developed for individual children to which documents can be attached.. The software also facilitates an electronic handover to secondary schools.	
9.	<u>HEALTH AND SAFETY</u>	
	Dave Ellis the trust premises manager has taken responsibility for most of the health and safety areas of the school.	
10.	<u>FINANCE</u>	
	<p>The trust has recently been audited and the DfE are very positive with the outcome, with only a small number of points for action. An additional DfE audit took place which resulted in six points for action.</p> <p>Budget setting can now take place with schools receiving up to date information by February/March.</p>	
11.	<u>HUB COUNCIL/TRUSTEE COMMITTEES FEEDBACK</u>	
	School development plans are being compared to the trust development plan.	
12.	<u>GOVERNOR FEEDBACK ON VISITS</u>	
	DM and AV attended the learning walk on 6 th December.	
13.	<u>FOCUS ITEMS</u>	
	<p>a. School Development planning</p> <p>Action: DM will meet to discuss with RL at a later date.</p> <p>The trust has formed a Spirituality and Wellbeing Group.</p> <p>b. Strategic plans – 3 year</p> <p>The strategic plans for the next 3 years, which cover the areas of ofsted judgements, were presented to governors.</p> <p>The following areas have been highlighted for review: Sex and Relationship, on-line safety, grammar, punctuation and spelling, phonics and pupil premium children. The school is trying to establish the children's well being. Thrive has been replaced by Trauma Informed Schools.</p>	DM/RL

	<p>c. Self-evaluation</p> <p>The self-evaluation day will take place on Friday 19th January. Staff will meet during the morning and will be joined by governors during the afternoon.</p> <p>RL presented a document on the effectiveness of leadership and management which outlines the criteria for the ofsted judgements. The document shows that Wendron School is secure within the criteria for a good judgement with one area achieving an outstanding judgement. The school will strive to be outstanding in all areas.</p> <p>The steps to the next judgement will depend on what happens with the trust. Support will come from the forum and challenge from the hub council and CEO</p>	
14.	<u>IMPACT AND EFFECTIVENESS OF LOCAL GOVERNING BODY SINCE LAST MEETING</u>	
	Action: The clerk to speak to BJ to ascertain whether he wishes to continue as a governor.	SB
15.	<u>DATES OF FUTURE MEETINGS</u>	
	The next LGB meeting will be held on 19 th June at 7.00pm	

Chair's Signature _____ Date _____

Please note:

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.

