

Wendron C of E Primary School
Local Governing Body meeting
Monday 10th February from 7.00pm
at Wendron C of E Primary School

	1. <u>ATTENDING :</u> In Attendance Canon D Miller (Chair), Mr P Hunkin (Head), Mr C Biddick (Vice-Chair), Mrs H Gilbert, Mrs K Taberer, Ms S Reynolds (Trustee), Mrs S Bennetts (Clerk)	
	2. <u>APOLOGIES :</u> Apologies were received from Mrs A Veneear.	
		<u>ACTION</u>
3.	<u>WELCOME AND DECLARATIONS OF PECUNIARY INTERESTS</u>	
	Canon Miller welcomed the governors to the meeting. There were no additional pecuniary interests to declare.	
4.	<u>MINUTES FROM THE PREVIOUS MEETING AND MATTERS ARISING</u>	
	<p>The minutes of the meeting of 12th November were agreed as a true record and signed by DMi.</p> <p>The S157 has been released and needs to be completed and submitted before Easter. The DSLs will develop a template to aid completion. Action points from the previous year have been included in the School Improvement Plan.</p> <p>AVe and HGi attended the joint training in January. HGi informed the meeting that she felt the training was useful and the speaker good. There has also been positive feedback from teaching staff. The afternoon of the INSET day was used by teaching staff to work on their curriculum areas.</p> <p>ACTION: SBe to continue looking for Safer Recruitment training for DMi.</p> <p>The governors were informed that the school would not receive an Ofsted inspection ‘deep-dive’ into RE. There is likely to be a ‘deep-dive’ into either reading, phonics, maths, science and one of the foundation subjects.</p> <p>ACTION: CBi will meet with Louise Patchett and PHu on Friday 28th February at 1.30pm to discuss maths.</p> <p>AVe has made a Pupil Premium and Sports Premium monitoring visit. The Sports Premium coordinator is Hayley Cooper who continues to be on long term sick leave. The Time to Move needs to be posted on the website around Easter but the website is currently compliant. PHu has spoken to staff about provision. It was proposed to buy into a package offered by Arena but</p>	<p>SBe</p> <p>CBi</p>

	<p>funding will not allow this. It is likely that in future there will be a reduced offer to children.</p> <p>Karen Brokenshire has visited the school. She has met with children and curriculum leaders and carried out a learning walk. The maths reports are also sent to Brett Dye as head of the Teaching School.</p> <p>SRe spoke about the clear improvement at the school. Following the last Ofsted inspection, maths has been an area of development. The teaching assistants have attended training in maths mastery. Katie Cotterill a Specialist Leader in Education will be delivering further support to the school.</p> <p>The Ofsted Parent View questions have been sent to parents with a good number of responses received.</p> <p><u>Q: Has Donna Bryant made a return visit to the school?</u></p> <p>A: Yes, she has made another visit.</p> <p>It is likely that discussions around COSSH assessments will take place at the Health and Safety governors' training.</p> <p>ACTION: DMi to discuss at the next PCC meeting, the possibility of the school holding a key to the church.</p> <p>The school has requested information from parents regarding arrangements for their children in the event of an emergency closure of the school.</p> <p>ACTION: PHu to look into costs for speed bumps which are readily available to purchase.</p> <p>The trust is in the process of reviewing the Charging and Remissions Policy.</p> <p>The Behaviour Policy has been reviewed.</p> <p>There is a review of IT within the trust. This will lead to a move to Chrome Books with cloud storage, in-house support, new more effective filtering and internet phones.</p> <p>The school's wi-fi has been upgraded. Some computers are close to the end of their useful life – some will be upgraded, others will be phased out.</p> <p>The Estates Team is proving to be much improved. Schools use the Parago software to report building faults. The Estates Team continues to gather reports and other property information from the LA but some information is missing. It has also been discovered that some work had not progressed as expected, prior to the new team being appointed.</p>	<p>DMi</p> <p>PHu</p>
5.	<u>FEEDBACK FROM THE TRUST BOARD</u>	
	There has been no response from the Trust Board.	
6.	<u>FEEDBACK FROM THE FORUM</u>	
	Only one parent attended the forum. It would be useful to have views from a number of parents.	
7.	<u>NOTIFICATION OF ANY NEWLY APPOINTED GOVERNORS / RESIGNATIONS</u>	
	The school is still in the process of appointing a parent governor and a foundation governor.	
8.	<u>HEADTEACHER'S REPORT [TERMLY, INCLUDING FRONT PAGE SUMMARY DATA]</u>	
	<p>PHu presented his report and made the following points:</p> <p>There are currently 115 pupils on roll.</p> <p>Attendance for the current year stands at 95.56%. with 7 pupils deemed to be 'persistent absentees'.</p> <p>A meeting has been held with Miss Cooper and her union representative to discuss her long-term absence. Another meeting is planned.</p>	

The school will need to arrange cover for Mrs Coleman and Mrs N Roberts when they take their maternity leave in the summer term.

The School Improvement Plan has been aligned to the academic year.

Performance Management for teaching staff has taken place.

Staff continue to attend various network meetings across the trust.

Copies of the Primary Inspection Data Summary Report produced by Ofsted were circulated to the governors. This document highlights areas of significance to note and for action.

Q: Has the new phonics scheme of work been implemented?

A: It is in place and will be looked at during the INSET day.

PHu and Mrs Roberts have attended the English Hub Spring conference. Reading is now a large focus of Ofsted 'deep-dives' as without good reading skills children are unable to access learning in other areas. It is important that the school has a good range of de-codeable books and the trust has approved additional spending in this area for Wendron School. Ofsted will look at the lowest 20% of achievers in reading and investigate what the school is doing to support these children.

Q: The Kernow English Hub is offering match funding for reading books?

A: Yes. I have applied for Crowan School but the funding has not been received yet. Wendron School will try and enlist their help as they will support schools with work on phonics and they also offer an audit of reading books.

Copies of the Autumn Term Pupil Tracking data and context Overview 2019 Pupil Tracking Data were circulated to the governors.

Q: Where does this information come from?

It is supplied by Core Stats and is available on the Ofsted website. It is always historic so contains information from the last academic year (2018/2019).

Q: How does Core Stats get this information?

A: The data is submitted by the school.

Q: Does this come from the school's self evaluation?

A: It is taken from the SATs results.

The new framework of Ofsted does not look at internal data but at how it is used for teaching and learning

Q: Is this data only now coming to light?

A: It has been indicated before that the school has very low attainment in some areas.

Q: So this has been emerging?

A: Yes, over a three year period.

Q: Does this enable Wendron School to access more help and support?

A: Yes. Progress in maths last year was in line with national but in 2018 it was significantly below and in 2017 below national.

Progress is improving but attainment is low. The school could and should be doing a lot better.

Q: If Ofsted came in today, what would they want to see?

A: That progress in maths is sustained. They would look at the quality of teaching and learning, those children not at age expectation and high attainers are receiving. They would also look at the outcomes of the last Ofsted, progress and 3 year progress.

Progress in phonics needs to continue so that the 3 year trend will demonstrate sustained improvement.

Q: Do staff identify reasons and select strategies for improvement?

A: The maths coordinator will be asked about the background of the children. There were no

	<p>Pupil Premium children in this cohort so it is hard to see why they have not achieved – it could be down to exam techniques.</p> <p>Staff will step in where there is evidence of stalling in progress. Identifying children through monitoring.</p> <p>Overall, the mastery maths approach didn't develop capability within the school so some areas will be re-visited.</p> <p><u>Q: Have you any thoughts on what happened with the attainment?</u></p> <p>A: It could be linked to the small cohort. The school has never wanted to teach to the test. This now happens for phonics which shows improvement, so maybe there is an argument to do this.</p> <p><u>Q: How does the trust view the school's policy to not chase targets?</u></p> <p>A: The school is held to account. Data is important as it reflects across the trust</p> <p>The school can do no more than demonstrate that it is addressing issues.</p> <p>Donna Bryant has made another visit to the school. She followed leads from her previous visit and the outcome was more positive. There has also been a development of the environment. The report states that the children were articulate and spoke with enthusiasm. DBr spoke with the science and maths leads where good practice was shared. There was the general opinion that things have improved.</p>	
9.	<u>SAFEGUARDING GOVERNOR'S REPORT [STRUCTURED QUESTIONS] [TERMLY]</u>	
	<p>AHa has not yet submitted the report following his Safeguarding visit at the end of last term. The meeting expressed concern regarding his non-attendance at meetings.</p> <p>ACTION: PHu to chase the Safeguarding Governor's monitoring report.</p>	PHu
10.	<u>HEALTH AND SAFETY UPDATE</u>	
	A monitoring visit will take place soon. CBI will be attending the Health and Safety Governor training which is being organised by the trust.	
11.	<u>SELECTED TOPICS FROM STRUCTURED QUESTIONS</u>	
	<p>The School Improvement Plan was reviewed in January when new objectives were set. It has been rewritten to run until the end of this academic year then it will run from September to September. The SIP also has links to the trust plan.</p> <p>ACTION: PHu to circulate the School Improvement Plan for discussion at the next meeting.</p>	PHu
12.	<u>FEEDBACK ON GOVERNOR MONITORING VISITS</u>	
	<p><u>Q: Are the governor monitoring reports discussed at staff meetings?</u></p> <p>A: Yes. The relevant curriculum leader receives feedback and the reports are encapsulated at staff meetings.</p> <p>HGi attended the reading, punctuation, grammar and spelling twilight training.</p> <p>ACTION: DMi to arrange a Science monitoring visit.</p>	DMi
13.	<u>FOCUS ITEMS AND UPDATES [Eg. policies; changes to the curriculum; etc]</u>	
	<p>Google Accounts</p> <p>ACTION: PHu to follow up the allocation of Google accounts at the Heads' meeting.</p> <p>ACTION: PHu to circulate updated policies. Governors to contact him with any queries.</p>	PHu PHu
14.	<u>IMPACT AND EFFECTIVENESS OF LOCAL GOVERNING BODY SINCE LAST MEETING</u>	

	<p>Governors have attended INSET training.</p> <p>DMi attended the forum</p> <p>A number of monitoring visits have taken place.</p> <p><u>Q: When will the INSET days for 2020/21 be circulated?</u></p> <p>A: They are available on the school website.</p>	
15.	<u>URGENT MATTERS FOR DISCUSSION</u>	
	There were no urgent matters for discussion	
16.	<u>MATTERS TO BE RAISED WITH THE TRUST BOARD</u>	
	<p>Staff Well-Being:</p> <p>What mechanisms are in place to monitor staff well-being?</p> <p>Why has a staff survey not been introduced so far, and will it be introduced in future?</p> <p>Do 360 degree reviews form part of the staff appraisal process?</p> <p>Can this be considered in future?</p> <p>What else can be done to support staff at all levels more effectively and improve morale?</p>	
17.	<u>DATES OF FUTURE MEETINGS</u>	
	The next meeting will be held on Monday 8 th June at 7pm	

Chair's Signature _____ Date _____