

<p><b>Godolphin</b></p> <p><b>Local Governing Body meeting</b></p>
<p><b>Wednesday 2<sup>nd</sup> February 2022</b></p>
<p><b>4pm via Google Meet</b></p>

<p><b>1. <u>ATTENDING :</u></b></p> <p>Antony Foden Becky Hosking (Vice Chair) Emma Ivey (Chair) Sarah Knight Lizzie McIntosh (joined the meeting at 4.15pm) Richard McKie (RMc left the meeting at 5.30pm) Lucy Wandless (Executive head teacher)</p> <p><b>In Attendance:</b> Pat Nicholas (Clerk to the Governors)</p>	
<p><b>2. <u>APOLOGIES :</u></b></p> <p>Received and accepted from Steve Polglase.</p>	
	<b><u>ACTION</u></b>
<p><b>3.</b></p>	<p><b><u>WELCOME AND DECLARATIONS OF PECUNIARY INTERESTS</u></b></p>
	<p>EI welcomed governors to the meeting. Staff governors declared an interest as paid members of staff. LW declared a change; she is no longer the EHT at Garras, and is instead working with the Trust's Central team.</p>
<p><b>4.</b></p>	<p><b><u>MINUTES FROM THE 6.10.21 MEETING AND MATTERS ARISING</u></b></p>

	<p>The minutes of the 6.10.21 meeting were agreed as an accurate record and will be signed by the Chair at the earliest opportunity.</p> <p><b>Item 11:</b> LW updated the meeting on the reportable incident.</p>					
<p><b>5.</b></p>	<p><b><u>FEEDBACK FROM THE TRUST BOARD</u></b></p>					
	<table border="1" data-bbox="304 504 1257 1668"> <thead> <tr> <th colspan="2" data-bbox="304 504 1257 537" style="background-color: yellow;">GODOLPHIN</th> </tr> </thead> <tbody> <tr> <td data-bbox="304 537 786 1668"> <p>Governors had learned that the Trust was planning to provide minibuses for its schools; would Godolphin School be able to have their own bus paid for by the local community?</p> <p>Governors would like to set up a Governor Facebook page; this would be outward facing only, with no facility for anyone to try and contact governors via the group. The main aims of the page would be to make the work of the Governors more visible, and help with recruitment of new governors.</p> </td> <td data-bbox="786 537 1257 1668"> <p>In principle, but it is not as straight forward as this.</p> <p>Although the local community would purchase the bus, the school is still required to find the annual running costs: RFL, fuel, MOT, repairs etc. When the minibus pooling idea was researched, one thing that became evident was that most of the schools actually only require access to a bus around 50 days per year. So for the other 150 days it would be an expensive asset that gathered dust. Hence the idea of pooling came about. Between three schools, the usage would increase from 25% of the teaching year to closer to 75%.</p> <p>If the proposed bus could be shared across two schools in the Trust, therefore reducing the running costs for each school, would the governors still be prepared to provide a community bus as this might create a better outcome for all the stakeholders involved?</p> <p>The aim of this intention is understood as trying to reach more people through a variety of methods such as the website and the newsletter. However, as with all online content it requires someone to administer it and could quickly go out of date. Any messages from the schools need to be consistent and unless the school is involved in the administration there is a risk. This would then raise staff workload questions. It is fine to have a Facebook page but discussion must take place with the Headteacher around ensuring messages are consistent, that any offensive messages can be removed, that it can be regularly monitored, etc.</p> <p>KPr, Trustee, will liaise with the Chair of Governors having had experience of this at another school.</p> </td> </tr> </tbody> </table> <p>Governors discussed the community minibus; it was agreed that, as the majority of fundraising was done in the local community, it ought to be a community project. The meeting heard that the bus provided to Godolphin by the Trust was to be based at Sithney School, and would be easily accessible. EI will talk to the ex-Chair of the PTA to see if the school can link up with the community fundraising efforts.</p> <p>As the Trust was not opposed in principle to the idea of a Governor Facebook page, EI agreed to follow up on this.</p>	GODOLPHIN		<p>Governors had learned that the Trust was planning to provide minibuses for its schools; would Godolphin School be able to have their own bus paid for by the local community?</p> <p>Governors would like to set up a Governor Facebook page; this would be outward facing only, with no facility for anyone to try and contact governors via the group. 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6.	<b><u>FEEDBACK FROM THE FORUM</u></b>	
	A meeting was planned and the date to be confirmed. Governors agreed that the name 'Forum' may be a barrier, and it would be better to have a less formal title e.g. Hub or Drop In.	
7.	<b><u>NOTIFICATION OF ANY NEWLY APPOINTED GOVERNORS/RESIGNATIONS</u></b>	
	There had been no newly appointed governors or resignations since the last meeting. The terms of office for AF (22.5.22) and RMc (4.11.22) were discussed as they were due to end this year. Both governors agreed to let PN know whether they wished to serve another 3 year term.	
8.	<b><u>HEADTEACHER'S REPORT</u></b>	
	<p>LW's report was circulated in advance of the meeting. The main points discussed were;</p> <p>Q: One of the overall focus areas is 'working above (GDS) in all areas' - how will the school achieve this?  A: First we must identify the children with the potential for GDS, using the tracking data for reading, writing and maths to see where the gaps are and put in a plan to address these, e.g. small group work or one to one on the key concepts. Teachers ensure stretch and challenge for pupils.</p> <p>Q: Another focus area 'Year 1 – all areas for both attainment and progress' - again, how will the school achieve this?  A: These are the children who experienced the most disruption to their learning, not just in school, but preschool also. The focus will be on the children being 'learning ready', with EYFS style activities which can be built on. This approach is working, with children now more engaged and concentrating better.</p> <p>Q: Reading for KS2?  A: Ideally children are at EXS (working as expected), where there are gaps, staff drill down to what children are understanding and why, and make sure improvement happens.</p> <p>Q: Why are there more groups than usual in this data analysis?  A: This is headline data, laid out to ensure that individuals cannot be identified from small cohorts. Staff have high expectations, and work to ensure that the children catch up as quickly as possible. Some children's data may affect different groups e.g. a pupil could be SEN and PP.</p> <p>Q: What has been the impact of the year group split?  A: This is monitored regularly and closely, through learning walks and external monitoring. There was no huge impact overall, and this was the right decision for the children. Ofsted felt that it worked well, and the provision was good, as did the SIP during his October visit. This year, Y2 has come together for some lessons and activities, with no concerns identified.</p> <p>Q: Have all vacancies been filled?</p>	

	<p>A: The school is fully staffed at the present time.</p> <p>Q: What was behind the decision not to send traffic light letters to those whose attendance was less than 90%?</p> <p>A: Advice from the interim CEO was to postpone sending the Traffic Light letters during the surge in Covid cases at school. Lucy will be having conversations with parents instead, as most absences are illness or holidays. In some cases, parents were isolating and couldn't get their children to school, so attendance letters were not appropriate in these circumstances. This will be reviewed once the number of cases reduces.</p> <ul style="list-style-type: none"> <li>● Pupil numbers - 2 children would be leaving the school, but we are waiting for more information from admissions about others that may be joining.</li> <li>● SEN data - Attainment was not high generally, but progress remained steady. Governors heard that small cohorts bring the overall figures down, so staff focus on individual children. One to one support was paid for from the school budget.</li> </ul> <p>Q: With the large numbers of children with Covid19, can we offer support for any that return with ongoing symptoms?</p> <p>A: Teachers are aware and are taking this into account. Bubbles have been reintroduced, but now case numbers are coming down, these could be removed and music and swim lessons resumed.</p> <ul style="list-style-type: none"> <li>● Pupil Premium (PP) progress data was high across the board. Attainment is patchy, especially in those who have SEND. There has been an increase in the numbers of PP children, staff are fully aware of these children and support is in place.</li> <li>● SDP - A staff meeting was planned on the 3rd February. LW will share her review notes and add updates to the monitoring &amp; impact folder/column after the meeting. These actions need to be embedded for a while, before any impact can be identified.</li> </ul> <p>EI thanked LW for her report.</p>	
9.	<b><u>SAFEGUARDING (GOVERNOR'S) REPORT</u></b>	
	<p>Safeguarding 15.10.21 (EI)</p> <p>KT (school secretary) will arrange an onsite inspection of the SCR with the Safeguarding team at County.</p> <p><b>Action: LW will look into TIS (Trauma Informed Schools) and Positive Handling training for staff</b></p> <p>LMc will arrange an SCR check for this term and a safeguarding visit to complete the safeguarding matrix form.</p>	LW
10.	<b><u>HEALTH &amp; SAFETY UPDATE</u></b>	
	<ul style="list-style-type: none"> <li>● There has been a Fire safety audit, but no report as yet.</li> <li>● Trees have been cut back on the school site, which has created a potential safeguarding issue, as children can be seen from outside the school, and</li> </ul>	

	<p>could also escape more easily. Staff have been asked to be more vigilant when the children are outside.</p> <ul style="list-style-type: none"> <li>• There is an issue with splintering of the wood in the Hall floor. There were plans for a coating to be applied to address this; in the meantime, plimsolls will be worn and mats used at all times.</li> </ul>	
11.	<b><u>STRUCTURED QUESTIONS</u></b>	
	<p><b>Curriculum</b></p> <p>Q: Are the ‘White Rose’ maths materials working well?</p> <p>Q: How do you know that children can challenge their own learning?</p> <p>Q: Has the school incorporated the Mark Less quiz idea?</p> <p><b>Training &amp; development of the LGB</b></p> <ul style="list-style-type: none"> <li>• Governors will have an input into the development of the curriculum. High expectations and behaviour for learning are very important, and the Trust training in March will cover this.</li> <li>• Governors were encouraged to attend the Trust training events , as well as the NGA training available online. Governors were also encouraged to complete the governor training folder on the shared drive.</li> <li>• Some skills audits have been returned and training needs identified. While governors’ skills were very good overall, developing a strategy as an LGB, and governors’ knowledge on</li> </ul>	<p>A: The materials include small steps that are easily identified and can be addressed quickly. However, staff are still getting used to it and making it workable, but feel it is good value for money and is impacting positively on pupils’ learning.</p> <p>A: By questioning them as they work, e.g. what can you do better?, how did you get to that answer?, and ensuring that they have high expectations for themselves.</p> <p>A: Not yet but we will be building it in. However the learning slips are in place for practical activities.</p>

	<p>funding and budgets was a possible focus. This will be reviewed when all information has been returned.</p> <p>(RMc left the meeting at 5.30pm)</p>	
<b>12.</b>	<b><u>FEEDBACK ON GOVERNOR MONITORING VISITS</u></b>	
	<p><b>Safeguarding</b> 15.10.21 (EI) Covered under item 9: Safeguarding (Governor's) report</p> <p><b>High expectations</b> 10.11.21 (EI) - EI explained that these questions could be asked on any visit, not just as stand-alone monitoring.</p> <p>Governors received and noted the visit reports as presented.</p>	
<b>13.</b>	<p><b><u>FOCUS ITEMS AND UPDATES</u></b></p> <ul style="list-style-type: none"> <li>● Covid19 risk assessment- reviewed weekly and taking into account the latest PHE advice. LW offered her thanks to all staff who had gone 'above and beyond' during a challenging time, with staff covering where staff were absent, and giving up PPA time. KT (school secretary) has worked tirelessly looking after parents and monitoring absentees.</li> <li>● Ofsted inspection/report - Covered under item 8: Head teacher's report.</li> </ul> <p>The LGB offered congratulations to all staff on an excellent Ofsted report.</p> <ul style="list-style-type: none"> <li>● Staffing- covered under item 8: Head teacher's report</li> <li>● (See Confidential minutes dated 2.2.22)</li> <li>● SDP- Covered under item 8: Head teacher's report. Wendy Delf's (SIP) visit will be rescheduled for later in the term.</li> <li>● Monitoring- plans were in place and can be adapted as needed, with more pupil conferencing planned. EI will undertake reading and handwriting monitoring before Easter, BH will undertake communication, LMc will undertake staff wellbeing and AF will undertake website compliance.</li> <li>● School Vision &amp; Ethos - working party. A more up to date and current vision was needed; a working party would be convened to work on this ready for September 22.</li> </ul>	
<b>14.</b>	<b><u>IMPACT &amp; EFFECTIVENESS OF LGB SINCE LAST MEETING</u></b>	
	<ul style="list-style-type: none"> <li>● Monitoring standards by carrying out regular governor visits with subject leaders.</li> <li>● Monitoring staff wellbeing by keeping in touch regularly with the staff and headteacher.</li> <li>● Improving skills and knowledge by attending relevant training eg. governors are booked on Trust curriculum training on the 16th March 2022.</li> <li>● Raising the profile of the school in the local community through involvement joint fundraising projects.</li> </ul>	
<b>15.</b>	<b><u>URGENT MATTERS FOR DISCUSSION</u></b>	

	None.	
<b>16.</b>	<b><u>MATTERS TO BE RAISED WITH THE TRUST BOARD</u></b>	
	None.	
<b>17.</b>	<b><u>DATES OF FUTURE MEETINGS</u></b>	
	Wednesday 8th June 2022 4pm <b>formal</b>	

The meeting concluded at 6.05pm

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

<b><u>SUMMARY OF ACTIONS</u></b>		
<b>Action</b>	<b>Responsible Person[s]</b>	<b>Date for Completion</b>