

<b>Godolphin</b> <b>Local Governing Committee meeting</b>
<b>Tuesday 24th January 2023</b>
<b>4pm</b>

<p><b>1. <u>ATTENDING :</u></b>          Antony Foden          Becky Hosking (Vice Chair)          Emma Ivey (Chair)          Sarah Knight          Lizzie McIntosh          Steve Polglase          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>          None.</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.</p>
<p><b>4.</b></p>	<p><b><u>MINUTES FROM THE 20.9.22 MEETING AND MATTERS ARISING</u></b></p>

	<p>The minutes and confidential minutes of the 20.9.22 meeting were agreed as an accurate record and were signed by the Chair.</p> <p><b>Matters arising</b></p> <p><b>Item 5:</b> The SCR (Single Central Record) check is booked for the 10th February.</p> <p><b>Item 5:</b> The mental health pilot scheme has gone ahead, but not with Breage School as originally planned. The mental health practitioner is in school every Wednesday afternoon. An audit of the mental well-being audit of the children is planned, which will require a working party to review the results and come up with an action plan.</p> <p><b>Item 9:</b> Attendance has been improving; traffic light letters went out before Christmas at Crofty MATs request. Crofty’s policy on attendance is very robust.</p> <p>There were no actions from the last meeting.</p>	
5.	<b><u>FEEDBACK FROM THE TRUST BOARD</u></b>	
	No matters were raised at the last meeting.	
6.	<b><u>NOTIFICATION OF ANY NEWLY APPOINTED GOVERNORS/RESIGNATIONS</u></b>	
	There had been no newly appointed governors or resignations since the last meeting.	
7.	<b><u>HEADTEACHER’S REPORT -verbal</u></b>	
	<p>LW’s verbal report was circulated at the meeting. The main points discussed were;</p> <ul style="list-style-type: none"> <li>● There have been some delays with an EHCP referral.</li> <li>● Persistent absence (PA) is much lower this year compared to last year. Unauthorised absence, mostly due to holiday requests, is high in comparison but better overall.</li> </ul> <p>Q: What constitutes a diversity incident?</p> <p>A: This could include homophobia or child on child abuse, but very much depends on the nature of the incident. This would include some crossover with racist incidents.</p> <ul style="list-style-type: none"> <li>● There are some slight changes to the s157 this year; some additional questions have been added to the document, which need to be answered (where appropriate) before it is submitted. Governors heard that this year the s157 could be externally audited.</li> <li>● There has been a visit from the Crofty H&amp;S team, which identified that the school does have gaps in H&amp;S training for staff. Twilight training will be arranged for the teachers, but the school will need to consider how to arrange this for support staff as the staff training budget is already stretched and paying overtime will be a challenge. This will be discussed with the H&amp;S team at Crofty. The new H&amp;S policy from Crofty is not in the shared drive as yet.</li> </ul> <p><b>Action: LW to provide AF with a copy of the H&amp;S policy and training assessment.</b></p>	LW

	<ul style="list-style-type: none"> <li>• Governors discussed insurance for staff and volunteer drivers, and whether this affects mileage claims.</li> <li>• Some headline data was shared with the governors. PUMA (Progress in Understanding Maths Assessment) and PiRA (Progress in Reading Assessment) tests were completed before Christmas; these will be repeated again before the Easter break and in the summer term for Y1 children up to Y6. Going forward the test results will be added to the benchmarking information for all Crofty schools. The Jason Hurr tracking system has now been replaced with the Sonar tracking system; the teacher assessments from the end of December will be added. Governors heard that the previous 1-9 scoring has been replaced with 4 assessments i.e. 'below', 'on track', 'just on track' or 'above'.</li> </ul> <p>Q: Are there any issues in marrying the two systems up?</p> <p>A: Nothing significant. Staff governors explained what would previously be assessed as a '4' would need to be discussed, and could possibly require some moderation to ensure a good 'fit' within the new system.</p> <p>Q: Have Crofty schools used this?</p> <p>A: No, it is new to them too.</p> <p>Q: Will pupil premium and other groups be included in future?</p> <p>A: Yes, following the next data drop. This will be shared with governors before the next meeting.</p> <ul style="list-style-type: none"> <li>• Staff training on the new Sonar system is planned.</li> <li>• The latest SDP (School Development Plan) is in the shared governor folder with all current action plans.</li> <li>• SK will be carrying out a Literacy review with a literacy lead from another trust school. Matt Warren, Crofty Literacy lead, has offered to assist if required.</li> <li>• A SILC (School improvement leadership cycle) visit will take place on the 23rd March.</li> </ul> <p>EI thanked LW for her report.</p>	
8.	<b><u>SAFEGUARDING (GOVERNOR'S) REPORT</u></b>	
	There was no report available for this meeting.	
9.	<b><u>HEALTH &amp; SAFETY UPDATE</u></b>	
	Covered under item 5: head teacher's report.	
10.	<b><u>FEEDBACK ON GOVERNOR MONITORING VISITS</u></b>	
	<ul style="list-style-type: none"> <li>• Curriculum (EI) 9.1.23</li> <li>• Communication survey (EI) 18.1.23 - 20 responses were received, which is higher than usual. Both reports are available on the shared drive. Governors</li> </ul>	

	<p>will be invited to add their thoughts and ideas, and the results will be shared with all staff.</p> <ul style="list-style-type: none"> <li>• Informal meeting 12.10.22 - the monitoring plan is now ready; governors were reminded of their individual visits.</li> <li>• SP will complete a 'green' visit. Governors shared their ideas on the best way forward.</li> </ul>	
11.	<p><b><u>FOCUS ITEMS AND UPDATES</u></b></p> <ul style="list-style-type: none"> <li>• Crofty governance - the main changes discussed were as follows; governors are now part of an LGC (committee), there is 1 meeting every half term, standing items are mentioned in the SoDA, each term of office extends by 1 yr.</li> <li>• Governor recruitment and succession planning were discussed.</li> </ul> <p><b>Action: LW will share the agenda from her meeting with the Illogan governors for information.</b></p>	LW
12.	<p><b><u>IMPACT &amp; EFFECTIVENESS OF LGB SINCE LAST MEETING</u></b></p>	
	<ul style="list-style-type: none"> <li>• Monitoring standards by carrying out governor visits with subject leaders.</li> <li>• Monitoring staff wellbeing by keeping in touch regularly with the staff and headteacher.</li> <li>• Having an impact on the profile of the school by their work on the school vision.</li> </ul>	
13.	<p><b><u>URGENT MATTERS FOR DISCUSSION</u></b></p>	
	<ul style="list-style-type: none"> <li>• Governors discussed the implications of the upcoming strike action by the teachers' unions.</li> <li>• There has been a concern raised by a parent about the census day menus. These special menus are designed to raise the take up of school lunches for KS1 pupils on census days. The concern was that these menus do not necessarily represent a healthy choice. Governors heard that, while the school no longer holds healthy schools status, healthy eating and healthy lunchboxes are strongly encouraged, and at break time crisps and chocolate bars as snacks are not allowed. However, the school has no control over the menus provided by Chartwells.</li> </ul> <p><b>Action: LW will contact Rachel Jewell about concerns raised around school meals.</b></p>	LW
14.	<p><b><u>MATTERS TO BE RAISED WITH THE TRUST BOARD</u></b></p>	
	<p>None.</p>	
15.	<p><b><u>DATES OF FUTURE MEETINGS</u></b></p>	

	Tuesday 7th March 2023 4pm - <b>informal</b> Tuesday 2nd May 2023 4pm - <b>formal</b>	
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The meeting concluded at 6.20pm

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

<b><u>SUMMARY OF ACTIONS</u></b>		
<b>Action</b>	<b>Responsible Person[s]</b>	<b>Date for Completion</b>
<p>LW to provide AF with a copy of the H&amp;S policy and training assessment.</p> <p>LW will share the agenda from her meeting with the Illogan governors for information.</p> <p>LW will contact Rachel Jewell about concerns raised around school meals.</p>		