

**Minutes of a meeting of the Governors of
Godolphin School; Monday 8th January 2017 at 3.30pm**

Present:			
Emma Ivey (Chair)	EI	Sarah Knight	SK
Lucy Wandless (Headteacher)	LW	Becky Hosking (V Chair)	BH
Donna Richards	DR	Steve Polglaze	SP
Sarah Teeder	ST	Kevin Thomas (SPMAT Trust)	KT
Kim Durrant	KD		
		Janet Standring (Clerk)	JS
Pecuniary Interests:		Apologies and Welcome;	
Sarah Teeder (IT)	ST	Mark Gibbs (Resigned) Pam Forrester Holly Williams	MG PF HW

No.		Action
1	Election of Vice Chairperson for 2017/2018:	
1.1	DR had agreed to take on the role of joint Vice Chair. All in favour	DR
1.2.	New Governors; New Governors introduced themselves to the Board and were welcomed. <ul style="list-style-type: none"> • It was reported that MG had resigned; a further advertisement for a parent governor would be deferred until the outcome of the Trust meetings in February were known. 	SP DR KD
1.3.	Minutes of the last meeting; Agreed to be approved as a true record <ul style="list-style-type: none"> • Matters Arising; 	
1.4.	Additional child had requested admission to y2 this had been agreed and the school had gone over PAN in this year group	
1.5.	Finance; There had been some problems in the payment of invoices since conversion to the MAT	
1.6.	It was pointed out that this was due to the new systems being put into place and the fact that the MAT had had two audits on its Financial management since it had founded	
1.7.	KT stated that the results of the audits had been very positive	
1.8.		

	Difficulties had been found in allocating additional TA hours to support intervention/booster work, as the school was not fully aware of the current budget situation.	
2	Headteachers Report;	
2.1.	This had been circulated in advance of the meeting and questions were invited.	
2.2.	The report included the latest details of SEN, Pupil Premium and Sports Premium	
2.3.	<u>Q; Pupil Premium; Clarity was requested as to the wording of this A; LW explained that this was due to data protection to ensure that individual children could not be identified.</u>	
2.4.	Exclusions; None presented.	
2.5.	The school currently had 85 on roll	
2.6.	The MAT had requested that school's detail where children who have left the school have moved to.	
2.7.	Reception is the poorest cohort on attendance; this was not usual as children who have just started school are more prone to illness.	
2.8.	The attendance figures were generally approx 95% but KS2 PP children were at 93%, but this was due to one child who had had significant periods of sickness	
2.9.	Any parent/carer whose child fell below 90% attendance received a letter from the school.	
2.10	Figures should improve by the end of the academic year.	
2.11	The SEN data was affected by an individual pupil. Reasons were discussed.	
2.12	CHALK counselling was in place for one child within the school. This was a recommended service that was in use in a number of schools.	
2.13	This service works with families as well as the children	
2.14	<u>Q; Do they undertake bereavement counselling?</u> <u>A: This is done through Penhaligons Friends.</u>	
2.15	It is very difficult to obtain a CAMHS referral and this counselling is used for children who do not meet the CAMHS criteria	
2.16	<u>Q; How is Bringing Virtues to light being used in the school?</u> <u>A: A bid has been put in through the teaching school and is part of wellbeing and attitudes to learning, staff training and induction assemblies/parent meetings can be held. The teaching school should be aware by the start of February if the funding for this initiative had been achieved</u>	
2.17	Safer Recruitment training is useful for Governors to undertake and this can be done online with the NSPCC. EI agreed to undertake this.	
3	Data and Standards;	
3.1.	LW reported on the data contained in the SEC report from Cornwall Council	
3.2.	There are errors on the sheet received and LW is chasing this with County.	
3.3.	Copies will be circulated to Governors once the amended version has been received.	
3.4.	There is a mixed picture with EYFS data over the last three years. Due to small cohorts the data has been under national for the last 2 years (1	

<p>3.5.</p> <p>3.6.</p> <p>3.7.</p> <p>3.8.</p> <p>3.9.</p> <p>3.10.</p> <p>3.12</p> <p>3.13.</p> <p>3.14</p> <p>3.15</p> <p>3.16</p> <p>3.17</p> <p>3.18</p> <p>3.19</p> <p>3.20</p> <p>3.21</p> <p>3.22</p> <p>3.23</p> <p>3.24</p> <p>3.25</p>	<p>pupil away). Early years data is below national and work is being undertaken with the Pre School to ensure that children have achieved the appropriate level when entering reception.</p> <p>KS1 phonics data was detailed, this varies from year to year and is currently just below national. A phonics tracking system has been introduced in the school. This enables the school to identify children who are not as yet secure in certain areas</p> <p>Children with dyslexia are taught by a different method</p> <p>Read Write Inc intervention is in use from y2/3 where appropriate to the individual children</p> <p>Maths in KS1 was above national</p> <p>Maths in KS2 was one child below national</p> <p>Progress was inline with national KS2 but it was pointed out that this was dependant on the cohort of children – Maths is a focus area</p> <p>Coasting was explained to Governors, because of Maths data the school had been categorised as coasting this year</p> <p>Minus 2.5 was the cut off for the coasting criteria and the school results had been Minus 2.59.</p> <p>Additional intervention was being given in the y5/6 cohort</p> <p>The school was part of a MAT Maths group and 4 children had been identified as benefiting from having a maths lesson once per week at another school for 8 weeks</p> <p>A Maths group is also in place after school hours</p> <p>CS and SK had attended an active Maths course and SK would be starting a groups for less confident children in Maths, this would link Maths with other areas of the curriculum</p> <p>The staff meeting next week would consider Maths data in each cohort so far in this academic year</p> <p>The reading results were one child below national average, but this had been a nationwide problem</p> <p>Techniques were in place to improve the children’s confidence to enable them to unpick grammatical problems</p> <p>Higher level questions were now part of the standard test and children needed to be aware how to deal with this</p> <p>Lyn McNamara’s (School Improvement Officer) report was presented and discussed with Governors this was mainly focused on data</p> <p>It was important that the data within the school was accurate</p> <p>The new assessment system had been a big learning curve for staff as well as pupils</p> <p>The report demonstrated that the school knew where it needed to make improvements in order to move forward</p>	
<p>4.</p> <p>4.1.</p> <p>4.2.</p> <p>4.3.</p> <p>4.4.</p> <p>4.5.</p>	<p>Learning Walks;</p> <p>EI and BH had undertaken a learning walk in October 2017</p> <p>They had visited each cohort and spoken to groups of children</p> <p>The children had been very proud of their learning books and the children had been very positive about their work</p> <p>The children were very positive about activities in the school and how these related to the work they were undertaking</p> <p>Spell Zoo had been introduced within the school and had proved very successful</p>	

<p>4.6. A lot more learning walks and drop ins were taking place within the school as opposed to formal lesson observations. The teacher was the facilitator but it is important to judge the outcomes and the learning experience of the children</p> <p>4.7. Marking and feedback will be a future focus of the learning walks. It is difficult when different advisors have different opinions as to what should be within the children's books</p> <p>4.8. Some marking and feedback training will be provided by the teaching school at Parc Eglos</p> <p>4.9. A discussion took place on this</p> <p>4.10. There had to be a consistent approach used across the school and agreed by all staff</p> <p>4.11. It was important that the system in use was right for the children within the school</p> <p>4.12. DR would be undertaking a Health and Safety walk in the school, date to be confirmed</p>		DR LW
<p>5</p> <p>5.1. It was considered that apart from teething problems with the Finance being part of the MAT had been very beneficial</p> <p>5.2. There is a better support network for schools</p> <p>5.3. Pre Schools are more involved promoting good liaison</p> <p>5.4. The first round of Performance Management reviews had taken place</p> <p>5.5. Training had been put in place for staff working in specific areas.</p> <p>5.6. Admissions was being considered by the MAT as the Trustees would be the admissions authority.</p> <p>5.7. A discussion took place on this especially in the case of summer born children. Government recommendations and code of practice had to be considered as part of this issue</p> <p>5.8. Hub Council Update;</p> <p>5.9. EI had found the Hub meetings very beneficial</p> <p>5.10. A resume of the last Hub meeting was presented by the Clerk; the focus had been on Pupil Premium, the development of Maths within the schools and Safeguarding.</p> <p>5.11. The problem of recruiting Governors was discussed as some LGBs were having problems in recruiting Governors</p> <p>5.12. Training for Chairs and Vice Chairs was discussed and this would be raised again at MAT level</p> <p>5.13. Next Hub Council meeting at Sithney School at 6pm on 13th March 2018</p>		
<p>6.</p> <p>6.1. Safeguarding;</p> <p>6.2. One referral made no further action to be taken</p> <p>6.3. All Safeguarding training for staff was now up to date</p> <p>6.4. Level 3 training had to be undertaken by staff every 2 years</p> <p>6.5. All risk assessments were up to date.</p> <p>6.6. Teachers do individual risk assessments for school trips</p> <p>6.7. Team teach training had been undertaken by staff</p> <p>6.8. Health and Safety is up to date</p> <p>6.8. Positive response received for the S175 Safeguarding return</p>		

<p>6.9. 6.10 6.11 6.12</p>	<p>Sports Premium; information contained on school website. A grant may be available for improvements to school grounds SEN; All documents up to date and on school website Educational Psychologist has seen children within the school (see CM)</p>	
<p>7. 7.1. 7.2.</p>	<p>School Development Plan; This was now in a new format but was working well. Mark Lees had been impressed with the same plan that was used at Garras and Sithney</p>	
<p>9 9.1. 9.2. 9.3.</p>	<p>Diary Dates confirmation; 18th June 2018 3.30pm Next Hub meeting 13th March 2018 at Sithney School at 6pm The next learning walk date to be arranged</p>	
<p>10</p>	<p>Impact of LGB;</p> <ul style="list-style-type: none"> • Regular learning walks and monitoring of the school curriculum • Required items contained on the school website. • New Governors recruited • Attendance at Hub Council • Liaison with KT as a MAT Trustee and his attendance at LGB meetings • Safer recruitment training • Monitoring of SEN/Pupil Premium/Sports Premium • Awareness of S175 Safeguarding actions • Health and Safety Governor appointed 	

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The meeting closed at 5.15 pm