

**Minutes of a meeting of the Governors of
Godolphin School; Tuesday 6th June 2017 at 3.30pm**

Present:			
Kevin Thomas(Chair)	KT	Sarah Knight	SK
Lucy Wandless (Headteacher)	LW	Becky Hosking	BH
Holly Williams	HW	Pam Forrester	PF
Sarah Teeder	ST	Emma Ivey (Vice Chair)	EI
		Janet Standring (Clerk)	JS
Pecuniary Interests:		Apologies and Welcome;	
Sarah Teeder (IT)	ST	Mark Gibbs	MG
		Becky Hosking was welcomed as the new Parent governor	BH

No.		Action
1	Governor Confidentiality;	
1.1	KT stressed that the position of Governors was to challenge and support the school and offer guidance when necessary. In a small school confidentiality was of paramount importance as it was often easy to identify individuals mentioned.	
1.2.	The Governing body is tasked with protecting Godolphin School within the Southerly Point Academy Trust	
1.3.	The interests of the children were of paramount importance and often individual Governor views had to be ignored when acting in the interests of the school.	
1.4.	KT then tendered his resignation as a Governor at the school as he was now a Trustee of the MAT Board.	
1.5.	LW stated how much she had valued KT's support over the years and thanked him on behalf of the GB and the school	
1.6.	This is a difficult time for small GB's and KT was happy to be available to assist if necessary	
2	Minutes; The minutes of the last two meetings held on 27 th March and 10 th May were approved to be accepted as a true record	
2.1.		
2.2.	Matters Arising; Nothing specific that would not be discussed elsewhere on the agenda	

<p>3</p> <p>3.1.</p> <p>3.2.</p> <p>3.3.</p> <p>3.4.</p>	<p>Southerly Point Academy Trust;</p> <ul style="list-style-type: none"> The school was now part of the Southerly Point Academy Trust. <p>Re constitution of GB:</p> <ul style="list-style-type: none"> The GB would consist of; 2 parent governors 2 staff Governors (including Head teacher) 3 Community Governors 1 Alumni Governors <p>Election of Officers;</p> <ul style="list-style-type: none"> EI indicated that she was prepared to Stand as Chair of the LGB. No other nominations/self nominations were received EI was unanimously elected. Election of Vice Chair; It was agreed to defer this until the Autumn Term meeting KT agreed to write to the parents informing them of the change in Chair of the LGB and inviting anyone interested in becoming a Governor to contact the school as there were vacancies on the Board EI would write to the community group in a similar vein Two new Parent Governors had now been elected. - BH and MG Pam Forrester - Staff Governor Holly Williams - Community Governor It was agreed that HW become a Community Governor to the school Emma Ivey- Community Governor Becky Hosking – parent governor Mark Gibbs - parent governor Lucy Wandless - Staff Governor - x officio - Head teacher. <p>A discussion took place on how the GB would function; i.e.; committee structure. It was suggested that a second brief meeting could take place once per term, this could be led by the Vice Chair of the LGB, with a specific focus and could feed into a GB meeting</p> <p>The school would require one Hub representative, and one would represent Garras and Sithney. It was agreed that EI would take on the role of Hub representative initially</p>	<p>EI</p> <p>EI</p> <p>KT</p> <p>EI</p> <p>PF HW</p> <p>EI BH MG LW</p> <p>EI</p>
<p>4.</p> <p>4.1.</p> <p>4.2.</p> <p>4.3.</p> <p>4.4.</p>	<p>Class Structure from September 2017;</p> <p>This had been discussed with staff and the preferred option was as follows:</p> <ul style="list-style-type: none"> Reception Y1 Y2 and Y3 Y4 Y5 and Y6 <p>The school would maintain the 4 classes for 2017 - 2018 and would not be reducing TA hours.</p> <p>Streaming for Literacy and Numeracy could take place in y5 and y6</p> <p>Class structure would not be rigid in terms of the delivery of curriculum areas such as PE and Music</p>	

4.5. 4.6. 4.7. 4.8.	A discussion took place with regards to this 10 children in preschool will be due to enter the school in September 2018 Parents/Carers would be informed that it was important that the school acted in the best interest of the children currently in the school The LGB agreed to the class structure as detailed	LW
5 5.1. 5.2. 5.3. 5.4. 5.5. 5.6. 5.7. 5.8. 5.9. 5.10 5.11. 5.12 5.13	<p>Head teacher's Report;</p> <p>LW presented her report to Governors</p> <p>Pupil mobility had to be considered as this had an impact on numbers in the school</p> <p>Two further families may be moving out of the area</p> <p>Class Structure will have to be considered again for 2018-2019</p> <p>There is no building taking place in the area at present</p> <p><u>Q: Would linking with the Pre School help?</u> <u>A: The school needed to promote what was happening in the school, the links with Pre School and the breakfast club that was now running. Wrap around care attracts working families and this may need further consideration in the future</u></p> <p>External groups could be used to run wrap around care but the school needed to be mindful of the links with the Pre School and the need to offer hours to staff involved.</p> <p>The feedback on breakfast club had been very good and numbers were improving.</p> <p><u>What time would wrap around care run until?</u> <u>A; This would be dependent on need but would probably be 5.30 or 6pm</u></p> <p><u>Q: Would 30 hours be able to be offered to Pre School children?</u> <u>A; It was hoped that this would be the case</u></p> <p>It was hoped to encourage additional membership of the PTS</p> <p>Attendance;</p> <ul style="list-style-type: none"> • Attendance continues to be an issue within the school in particular holidays during term time • County have flagged unauthorised absence as high for the Spring Term. • The EWO has been involved and County have been asked to fine on the school's behalf • The situation continues to be monitored and certain children will be persistent absentees as attendance had fallen below 90%. • These figures have an effect on pupil progress and in the case of pp children if the children are not in school they are not receiving the required intervention • Letters are now sent to parents every half term to remind them of the attendance situation • <u>Q: At what age are children counted for attendance at the school?</u> • <u>A: The term after the child's fifth birthday</u> <p>Lynn McNamara had visited the school but her report had not been received as yet, she could see that the school had moved forward, no issues that were not currently addressed had been identified</p>	

5.14	Marking and feedback must be consistent throughout the school	
5.15	Data and writing were focus areas	
5.16	She considered that the proposed link with the Pre School would be a positive move	
5.17	Brett Dye (Hub Leader) had undertaken a PP review which had been very positive, he would be arranging phonics training in the school to which Pre School staff would be invited	
5.18	Team building activities would be considered beneficial for next year's Y4 who were 38% summer born children and did not gel together well as a cohort	
	Outcomes for pupils; <ul style="list-style-type: none"> • Children are not scoring as high in numbers and writing, this is the case across Cornwall. • The results may be below the Cornwall average • Moderation had been carried out in Early Years. • Y1 Phonics anticipated approx 79% • KS1 data, it was anticipated around 77% reading, 77% Maths and 79% writing this would be around the national average, however no children were reported as having "greater depth" • KS2 81% reading Maths 73% Writing 73%; predicted figures and moderation of writing would be taking place, this could change the projected figures • Greater depth; 25% across the board • Details of subject leaders were presented 	
6.	Safeguarding;	
6.1.	Trespassers on site during the school holidays, an outside tap had been turned on, which could result in a higher water bill.	
6.2.	CCTV notices to be sited around the school and the situation would be reiterated to the community association	EI
7.	Exclusions; None presented	
9	Pre School Update;	
9.1.	Next meeting to take place in 2 week's time	
9.2.	LW would be visiting other schools that have Nurseries/Pre Schools	LW
9.3.	A premises manager has now been appointed for the MAT and he will be visiting Godolphin to look at the buildings and plans for the future	
10	Correspondence;	
10.1.	An email has been received with a complaint regarding parental parking near the school. However, parents are not parking illegally.	
10.2.	The parking issue is contained in the school newsletter.	
10.3.	Advice had been sought from the local police	
10.4.	It was noted that the area opposite this resident's driveway was not yellow lined and parking could not be prohibited	
10.5	The people concerned have been invited for a chat at the school	
10.6	The school is vigilant and does request that parents/carers do not park illegally	
11	Pupil/Sports Premium;	
11.1	Pupil Premium review carried out and report awaited.	

11.2. 11.3.	PP details to be updated on the school website Comprehensive report on how the Sports Premium was used on the school website; the amount of Sports Premium could change as a result of the General Election on Thursday	LW
12. 12.1. 12.2. 12.3. 12.4.	Finance; The school will have to set a new budget as part of the MAT to run with the academic year. One member of staff has been called for Jury Service at the end of June. NEO had suggested that the school contact Cornwall Council, as the member of staff's salary would be reduced by the amount that was paid by the court Various options for grant aid for schools within MATs working in collaboration were discussed and would be investigated further	
13	Date of next meeting; TBC	
14	Effectiveness of GB since last meeting; <ul style="list-style-type: none"> • New Parent Governors now appointed • The school was now part of the Southerly Point Academy to ensure collaborative working and future sustainability • Negotiations continuing to ensure future collaborative working with the Pre School group • Consideration given to future building work at the school • School budget sent until the school became part of the MAT • Governor monitoring taken place • Regular meetings between Head and Chair taken place • Former Chair of governors involved as a Trustee on the new MAT Board 	

The meeting closed at 5.45 pm

Signed;.....Date;.....