

**Godolphin**  
**Local Governing Body meeting**  
**Thursday 27<sup>th</sup> September 2018**  
**at Godolphin School**

<p><b>1. <u>ATTENDING:</u> LW HW EI BH DR</b></p> <p><b>In Attendance Janet Standring (Clerk to the Governors)</b> <b>Sarah Knight (Associate Governor)</b></p>		
<p><b>2. <u>APOLOGIES :</u></b></p> <p>Election of Officers</p> <p>Emma Ivey was elected as Chair for 2018/2019</p> <p>Becky Hosking was elected as Vice Chair for 2018/2019</p>		
		<b><u>ACTION</u></b>
<b>3.</b>	<b><u>WELCOME AND DECLARATIONS OF PECUNIARY INTERESTS</u></b>	
	The Pecuniary Interests documentation for 2018/2019 was completed	
<b>4.</b>	<b><u>MINUTES FROM THE PREVIOUS MEETING AND MATTERS ARISING</u></b>	
	<ul style="list-style-type: none"> <li>• The minutes of the last meeting were approved to be accepted as a true record.</li> <li>• Matters Arising;</li> <li>• The private IEP service had proved to be more expensive and no better</li> <li>• The MAT had re deployed the service offered by Cornwall Council and to date this has been very effective</li> <li>• Head and Chair had met before the end of term to look at data</li> </ul>	

5.	<b><u>FEEDBACK FROM THE TRUST BOARD</u></b>	
	<b><u>None presented</u></b>	
6.	<b><u>FEEDBACK FROM THE FORUM</u></b>	
	<ul style="list-style-type: none"> <li>• <b><u>None presented Forum to take place this term; this will form a link between all interested parties and the Governing body and ultimately the board of Trustees.</u></b></li> <li>• <b><u>Any interested party can attend the forum and there will be a representative from each constituency group</u></b></li> <li>• <b><u>The format for the meeting was discussed</u></b></li> <li>• <b><u>One nominated person would be required from each attending group</u></b></li> <li>• <b><u>The Head boy or Head Girl could be the pupil representative</u></b></li> <li>• <b><u>Alumni could be a past pupil of the school who was at secondary school/college</u></b></li> <li>• <b><u>It was agreed to arrange a forum meeting after school on a weekday afternoon</u></b></li> <li>• <b><u>This is part of the co-opted values and is included in the articles of association</u></b></li> </ul>	
7.	<p><b><u>Governor responsibilities;</u></b></p> <ul style="list-style-type: none"> <li>• <b><u>Whistle Blowing: EI</u></b></li> <li>• <b><u>SEND: BH</u></b></li> <li>• <b><u>Looked after Children: DR</u></b></li> <li>• <b><u>Pupil Premium: DR</u></b></li> <li>• <b><u>It was considered that the school would benefit from another parent on the Board, to be investigated and the required skills set to be identified</u></b></li> </ul> <p><b><u>New Governors would be required to complete a pen portrait</u></b></p>	<p>EI BH DR DR</p>
8.	<b><u>HEADTEACHER'S REPORT [TERMLY, INCLUDING FRONT PAGE SUMMARY DATA]</u></b>	
	<ul style="list-style-type: none"> <li>• Class structure was identified</li> <li>• Reception/ y1; Ann Bradbury 22 children</li> <li>• Student working in reception/y1; undertaking a SCITT course and will be in the school for the Autumn and Summer terms</li> <li>• Y2 and 3; 27 children; Sarah Knight</li> </ul>	

- Y4 and Y5;16 children; Jade Gardner
- Y5 and Y6; Colin Snook; 18 children
- A discussion took place on children within the school and how problems could arise in a small school. It was suggested that there should be a focus with children and staff during the anti-bullying week
- There is not as much TA support in the school but the class sizes are smaller, consideration may have to be given to the maintenance of a 4 class structure in the school. Census day in the school would be next Thursday. The school had to be sustainable long term, the MAT would advise the decision would be made by the LGB
- The school could be oversubscribed in reception next year; there would be an open afternoon on 23<sup>rd</sup> November
- Attendance; 95.17% at the end of the last academic year. National was 96%, some persistent absentees had now left the school
- Holiday requests had already been received for this academic year
- Governors would be monitoring attendance this term and would attend the next meeting with the EWO. Various options were discussed
- Health and Safety; one accident reported using online system during the summer
- New Fire Doors have been fitted
- New Boiler fitted over the summer
- Fitness trail is finished and is very popular with the children and has an all-weather surface (£10,000 lottery funding towards this)
- Sainsbury Silver Award; The school had achieved this again, they could not enter for Gold as the school was not large enough and could not enter multiple teams.
- Mark Lees had been in school and worked with SK and LW; and had given a list of suggestions for focus for the SDP
- All teachers have been on Maths training with Helen Neil at Sithney School
- Data was discussed, nothing had been received from the DFE to date, this was not expected until the end of October and a data meeting may then be held
- 100% in reading
- 100% in writing
- 100% in Grammar Punctuation and Spelling
- 75% in Maths (1% below National)
- Above national for greater depth
- Just below national in gender gap
- A data sheet was circulated to Governors

	<ul style="list-style-type: none"> <li>• KS1 75% national was 76%, above national for reading and writing</li> <li>• Good results with Year 1 phonics; 100%</li> <li>• A 3-year data trend is being considered and will be shared with Governors when completed.</li> <li>• All year groups with the exception of the current y5 are at the expected level of attainment. Data is looking strong across the school</li> <li>• Y6 attainment is high and on the whole this is a strong group</li> <li>• SEN and PP children make more progress than non-SEN and non PP children</li> <li>• Well done to all the staff</li> <li>• No exclusions reported</li> </ul>	
9.	<b><u>SAFEGUARDING GOVERNOR'S REPORT</u></b>	
	<ul style="list-style-type: none"> <li>• <b><u>9<sup>th</sup> October Governor training in Safeguarding at the MAT office</u></b></li> <li>• <b><u>HW had undertaken a single central record check</u></b></li> <li>• <b><u>The S175 had been completed and submitted in the summer term</u></b></li> </ul>	<b>HW LW</b>
10.	<b><u>SELECTED TOPICS FROM STRUCTURED QUESTIONS how will these be covered during the year?</u></b>	
	<ul style="list-style-type: none"> <li>• <b><u>List of Structured questions are now available and have been circulated and should be borne in mind when Governor monitoring is carried out. Governors to decide which questions they want to cover</u></b></li> <li>• <b><u>HW will consider the structured questions for Safeguarding</u></b></li> </ul>	<b>HW</b>
11.	<b><u>SCHOOL IMPROVEMENT PLAN;</u></b>	
	<ul style="list-style-type: none"> <li>• <b><u>Areas for monitoring;</u></b></li> <li>• <b><u>Maths will be a focus from after half term</u></b></li> <li>• <b><u>Handwriting will be a focus in the summer term</u></b></li> <li>• <b><u>Virtues work will be a focus; training will be held on 29<sup>th</sup> October and in November; Governor invited to attend. A Parents and a children's assembly will be held. This will be a focus in the Spring and Summer terms</u></b></li> <li>• <b><u>Every Governor will have a focus for each termly visit</u></b></li> </ul>	<b>Govs</b>  <b>Govs</b>
12.	<b><u>FOCUS ITEMS AND DATA;</u></b>	
	<ul style="list-style-type: none"> <li>• <b><u>Maths</u></b></li> <li>• <b><u>Handwriting</u></b></li> <li>• <b><u>Virtues</u></b></li> <li>• <b><u>Data after DFE figures available</u></b></li> <li>• <b><u>Head teacher's top sheet on data was circulated and considered this was collected again at the end of the meeting as children could be identified.</u></b></li> <li>• <b><u>LW detailed these figures to Governors</u></b></li> </ul>	

	<ul style="list-style-type: none"> <li>• <u>Community Association are working on the Pegasus Award with y6 children</u></li> <li>• <u>98% attendance for all staff over the last academic year</u></li> <li>• <u>No Safeguarding referrals and no formal complaints</u></li> </ul>	
13.	<b><u>IMPACT AND EFFECTIVENESS OF LOCAL GOVERNING BODY SINCE LAST MEETING</u></b>	
	<p><a href="#"><u>Election of Chair and vice chair for 2018/2019</u></a></p> <p><a href="#"><u>Appointment of Governors with specific responsibilities</u></a></p> <p><a href="#"><u>Data meeting held between Chair and Head</u></a></p> <p><a href="#"><u>Liaison between Chair and Head with regards to issues with certain parents</u></a></p> <p><a href="#"><u>Monitoring of attendance to take place this term</u></a></p> <p><a href="#"><u>HW to attend Safeguarding training at MAT with Helen Trelease</u></a></p> <p><a href="#"><u>Governor emails (GDPR) now in use</u></a></p> <p><a href="#"><u>Governors to be involved in setting up Forum meetings</u></a></p> <p><a href="#"><u>Single central record checked by Safeguarding Governor</u></a></p> <p><a href="#"><u>SEN had been monitored as part of the SDP Focus</u></a></p>	
14.	<b><u>URGENT MATTERS FOR DISCUSSION</u></b>	
	<b><u>None presented</u></b>	
15.	<b><u>MATTERS TO BE RAISED WITH THE TRUST BOARD</u></b>	
	<b>None presented</b>	
16.	<p><b><u>DATES OF FUTURE MEETINGS</u></b></p> <ul style="list-style-type: none"> <li>• <b><u>Thursday 28<sup>th</sup> February at 4pm</u></b></li> <li>• <b><u>Thursday 27<sup>th</sup> June at 4pm.</u></b></li> </ul>	