

## Landewednack LGB meeting

Minutes of a meeting held on Wednesday 2<sup>nd</sup> March 2022

at 4.30pm at Landewednack School

<p><b>1. <u>ATTENDING</u> :</b></p> <p>Elaine Broscob Lynne Chandler via google Rachel Holder (Chair) Louise Jones (Head teacher) Alix Lord</p> <p><b>In Attendance:</b> Rebecca Carey (Assistant headteacher)</p>		
<p><b>2. <u>APOLOGIES</u> :</b></p> <p>Received and accepted from Claire Harriman and Alison Newman (Vice Chair).</p> <p>Carrie Gilmore, Linked Trustee, also sent apologies.</p>		
		<b>ACTION</b>
<b>3.</b>	<p><b><u>WELCOME AND DECLARATIONS OF PECUNIARY INTERESTS</u></b></p>	
	<p>Staff governors declared an interest as paid members of staff. No new interests were declared.</p>	
<b>4.</b>	<p><b><u>MINUTES FROM THE 11.11.21 MEETING AND MATTERS ARISING (not on this agenda)</u></b></p>	
	<p>The minutes from the meeting held on Tuesday 11th November 2021 were agreed as an accurate record, and signed by the Chair.</p> <p><b>Item 7:</b> RH felt it would be more accurate to state that PB, following a discussion with Donna Bryant and RH, agreed to be involved with the school in a different capacity and step down as a governor. RH wished to record, on behalf of all LGB, thanks to PB</p>	

	for his long service as a gov, and thank him for his continued involvement with H&S visits.	
<b>5.</b>	<b><u>FEEDBACK FROM THE TRUST BOARD</u></b>	
	<p>No matters were raised from the previous meeting.</p> <p>RH had attended a meeting on the 28th February with Chairs and Trustees. Donna Bryant had now retired, Tim Richards was in post as School Improvement Director until the end of the academic year, and Guy Chappell as Interim CEO. A letter had been sent out to governors and staff to inform them of these changes.</p> <p>The preferred outcome for the Trustees was to merge SPCMAT with another local Trust going forward, this being on a timescale of approx. 18mths, as the RSC would need to scrutinise and approve all options proposed. Crofty MAT will continue to offer us SIP support, and (helpfully) this is the Trust favoured for a long-term partnership.</p> <p>The RSC (Regional Schools' Commissioner) has, of March 1st, given notice that Landwednack can remain within SPCMAT, subject to sufficient progress being made, with half-termly reporting to RSC. There was a suggestion that the school would be visited by an HMI, however this may be reviewed in light of the RSC's involvement and the ongoing weekly reviews.</p> <p>There had been some concerns among the staff around the pace of change, and support will be provided where needed. However, the pace must remain at its current levels, even with the decision to remain within SPCMAT.</p> <p>Staff offered their sincere thanks to governors for their support throughout the process.</p> <p>CG will keep the school in touch with events within the Trust as they unfold.</p>	
<b>6.</b>	<b><u>FEEDBACK FROM THE FORUM</u></b>	
	<p>There has been no Forum meeting since the last meeting.</p> <p>The next Forums will be held on 30th March at 2.30pm and 22nd June.</p> <p>Q: Has there been any parent feedback? A: Some questions have arisen and LJ has offered to discuss these with the parents concerned.</p>	
<b>7.</b>	<b><u>NOTIFICATION OF ANY NEWLY APPOINTED GOVERNORS / RESIGNATIONS</u></b>	
	There were no newly appointed governors or resignations since the last meeting.	
<b>8.</b>	<b><u>HEADTEACHER'S REPORT</u></b>	
	<p>The report was shared via Google ahead of the meeting.</p> <p>Q: Is there any further information on Y3? A: This is a challenging cohort but strategies are in place, and outcomes monitored regularly.</p> <p>Q: How is the school supporting Y6? A: A good percentage are working above ARE. Pupils are taking mock SATS in preparation for the upcoming statutory tests in May.</p> <p>Q: Can you update the governors on the phonics data?</p>	

	<p>A: All of Y1 are expected to reach the expected target; Y2 is a more mixed picture.</p> <p>Q: Is behaviour becoming a concern given the exclusion?</p> <p>A: Exclusions are rare at the school. Governors heard of the specific reasons for this exclusion.</p> <p>Q: Does the SENDCo have enough hours?</p> <p>A: No, LJ will look at the budget with the CFO. With LJ now full time and the addition of an AHT, the budget would need to be investigated to see if this level of staff spending was sustainable.</p> <p>Q: Are we getting SIP reports in a timely manner?</p> <p>A: Yes, the rolling records are received regularly . LJ will make sure that they are available to governors on Google Drive. There is a focus on maths and KS2 reading (guided reading) this term.</p> <p>Q: How is this information communicated to staff?</p> <p>A: All information is shared with staff but not as quickly as LJ would like, due to the timings of the visits. Staff have sight of the reports, and these can often be tough reading. Staff wellbeing and workload is a concern and the appropriate support will be offered to staff.</p> <p>Q: Will the nursery funding be withdrawn?</p> <p>A: LJ had written to CC to challenge the warning of withdrawal of funding in March, following the inadequate ofsted rating. LJ has reason to believe that this challenge will be successful, and there are many precedents set. The school awaits confirmation of this.</p> <p>Q: Will wraparound care be extended to 6pm?</p> <p>A: This will depend on the demand from parents. LJ will send out a questionnaire to determine parents' views.</p> <p><b>Action: LJ to send out a questionnaire to parents of children attending the nursery.</b></p>		
			LJ
9.	<b><u>SAFEGUARDING (GOVERNOR'S) REPORT</u></b>		
	<p>There was no report available for this meeting.</p> <p>AN has met with Sam Kennedy, the report to follow.</p> <p>Governors were given more information on the safeguarding concern. Some concerns raised by parents had been addressed by LJ.</p>		
10.	<b><u>HEALTH &amp; SAFETY UPDATE</u></b>		
	<p>PB and EB had carried out a visit on the 28<sup>th</sup> February.</p> <p>The findings were generally from wear and tear. There are leaking windows in two classrooms, and the protective cover for a stained glass window is broken; these issues will be logged with the estates team.</p>		
11.	<b><u>SELECTED TOPICS FROM STRUCTURED QUESTIONS</u></b>		
	<b>Curriculum</b>	Covered under item 8: heads report.	
	<b>Training &amp; Development of the LGB.</b>	AN has completed Peer on Peer abuse training. LC has completed online safety and child protection training.	

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<b>12.</b>	<b><u>FEEDBACK ON GOVERNOR MONITORING VISITS</u></b>									
	<ul style="list-style-type: none"> <li>● 6.1.22 High expectations (LC)</li> <li>● 27.1.22 LGB informal meeting</li> <li>● 2.2.22 EYFS (KP - Trustee)</li> <li>● 10.2.22 Maths (KP - Trustee)</li> <li>● 10.2.22 Maths (LC)</li> <li>● 28.2.22 Health &amp; Safety</li> </ul> <p>Governors received and noted the visit reports as presented.</p>									
<b>13.</b>	<b><u>FOCUS ITEMS AND UPDATES</u></b>									
	<ul style="list-style-type: none"> <li>● Operational risk register – Covid19</li> </ul> <p>The operational risk register had been regularly reviewed and updated. There are changes pending due to the ending of most legal restrictions.</p>									
<b>14.</b>	<b><u>IMPACT AND EFFECTIVENESS OF LOCAL GOVERNING BODY SINCE LAST MEETING</u></b>									
	<ul style="list-style-type: none"> <li>● Ensuring implementation of the post Ofsted action plans through the Chairs' regular contact with the School Improvement Partner and head teacher.</li> <li>● Monitoring staff wellbeing by keeping in touch regularly with the staff and head teacher.</li> <li>● Monitoring standards by carrying our regular monitoring visits (see list under item 12).</li> <li>● Keeping in touch with Trust developments by RH attending Chair and Trustee meetings.</li> <li>● Ensuring effectiveness by attending appropriate training (see item 11).</li> </ul>									
<b>15.</b>	<b><u>URGENT MATTERS FOR DISCUSSION</u></b>									
	<p>Governors recognise the particular pressures on the SENDCo and the increase of the numbers of children with additional needs. There was a recognition, too, of the reduction in the external support available to schools.</p> <p>Concern was expressed about the levels of monitoring in the classroom; the meeting heard of an occasion when there were up to 10 adults in one classroom. It was suggested that short focussed monitoring could be just as valuable as half day visits.</p>									
<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>									
	Tuesday 7th June 2022                      - 4.30pm									

	<p>Trust Board meetings for 2021 – 2022</p> <ul style="list-style-type: none"> <li>• 21st October 2021</li> <li>• 27th January 2022 (AGM followed by Trust Board)</li> <li>• 24th March 2022</li> <li>• 19 May 2022</li> <li>• 14 July 2022</li> </ul> <table border="1" style="width: 100%; border-collapse: collapse;"> <tr> <td><b>Governor Training</b></td> </tr> <tr> <td>15 September 2021 – Trust Governance Event</td> </tr> <tr> <td>29 September 2021 – New to Governance</td> </tr> <tr> <td>10 November 2021 – Safeguarding for Governors</td> </tr> <tr> <td>09 March 2022 – Health &amp; Safety for Governors</td> </tr> <tr> <td>16 March 2022 – Curriculum for Governors</td> </tr> <tr> <td>11 May 2022 – Working with Stakeholders / Forum / Pupil Voice</td> </tr> <tr> <td>06 July 2022 – Reserve date or General Update for all Governors</td> </tr> </table>	<b>Governor Training</b>	15 September 2021 – Trust Governance Event	29 September 2021 – New to Governance	10 November 2021 – Safeguarding for Governors	09 March 2022 – Health & Safety for Governors	16 March 2022 – Curriculum for Governors	11 May 2022 – Working with Stakeholders / Forum / Pupil Voice	06 July 2022 – Reserve date or General Update for all Governors	
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<u>SUMMARY OF ACTIONS</u>		
Action	Responsible Person[s]	Date for Completion
LJ to send out a questionnaire to parents of children attending the nursery.	Louise Jones	16.3.22

The meeting concluded at 6pm

SIGNED:

DATED: