

Minutes of Full Governing Board Meeting Penponds School

Meeting Date:	Monday 14 May, 2018
Meeting Time:	17:00 – 18:40
Attendees:	Mr A Richards (Head) Mr T Harvey (Chair) Mrs T Watts Mrs S Davies Mr J Floyd Mr D Head Mr G Springer Rev Canon O Stevens
Apologies:	Ms C Souch Mrs D Partridge
Absent	
In Attendance	Helen Snell (Clerk)

ITEM No.	MINUTES	ACTION
1.	Elections It was agreed that Mr T Harvey and Mr D Head be elected for a further four year period.	
2.	Welcome and Apologies The Chairman welcomed everyone to the meeting, and noted the apologies as above.	
3.	Pecuniary Interests None declared.	
4.	Minutes of Meeting held on 12 March 2017 The minutes of the meeting held on 12 March 2017 were accepted as a true record and signed by the Chairman. Item 6.6 – The Numicon system was in place in Carn Brea class and year 1/2. The Maths subject leader and the Head Teacher are to apply to be maths mastery teachers, which would generate an income, as the school would become a maths mastery school. The Headteacher observed a maths lesson at Treleigh School similar to the Singapore maths style of teaching and how effective it had been. Q. It was queried how this method would align to Ofsted and our successful maths ladders.	

	A. HT confirmed that it would be adapted to individual schools and the main purpose would be to build on the progress in maths teaching that has happened this year.	
5.	<p>Heads Report (incorporating SIP Report, Aspire Report and attainment and progress update)</p> <p>The Heads Report had been previously circulated.</p> <p>During discussion, the following issues were raised:</p> <ol style="list-style-type: none"> 1. The School Improvement Partners report was highlighted and that two Governors had met with Mark Lees regarding how they hold the school to account, which had been highly commended. 2. The Family Festival Day is Friday 13 July, not 6 July. 3. Barbara Dyer from School Effectiveness, Cornwall Council had visited and noted the positive effect of having external verification. She asked to see a Governor visit report and was provided with one from November 2017. Comment was made regarding lack of a Governor Impact Sheet, which has now been included within the School Action Plan. 4. Trauma in Schools – A 10 day practitioner course was being attended by two staff who would attain a level 3 qualification. This would include 'I wish my teacher knew' letter box and would be promoted at each school assembly. Following each training session feedback would be given to all staff. 5. Two areas of provision within the school were 'outstanding', (Behavior and Safety/EYFS) with a further two that are a strong 'good'. 6. Year 6 had undertaken their SPAG test today which had seemed to go well and it was noted that outcomes should be better than last year. 7. The EYFS County Moderator was due to visit on 22 May, 2018 and evidence has been gathered to demonstrate children are on-track. 8. The EYFS Reception class had concentrated on Reading during the first term, maths in the second term and it was in the third term that most progress had been made in writing. Miss Percy will check some of her judgements with the moderator. 9. A MAT from Launceston were due to visit to look at how maths ladders work in the school. 10. The Head Teacher had been approached by Ian Bruce from CAPH and asked to become a pastoral leader which would generate income for the school. 11. Transitions for children to the next year would be taking place after half term over a five week period. 12. The Head Teacher is to spend teaching time with year 6 to make the transition for year 5 to year 6 run smoothly. 13. Q – It was queried how this would effect Year 4 who are currently underperforming, and who would be teaching them. 	

	<p>14.A – confirmed that there is an intervention being discussed at the staff meeting regarding year 4 and year 5 to maximise the teaching time for the rest of the academic year. This would be monitored every two weeks with the key aim of accelerating progress whilst addressing any issues as they arise.</p> <p>15.4 children joining are NEXUS and 3 joining Truro School. The rest are going to CSIA. This amounts to half of the year going to join selective schools, which is a great achievement.</p> <p>16.Q - Concern was raised at progression in Science.</p> <p>17.A – it was acknowledged that staff had been absent reducing the capacity to further this priority. From now until the end of term efforts would be made to address this and gather enough evidence to apply for a bronze Primary School Science Mark.</p> <p>18.Chairman was due to meet the SENCO teachers and would feedback regarding the Nesy online and other interventions in school.</p> <p>19.Classroom Monitor needs addressing in how to show progress of SEN children. This was acknowledged as a MAT issue.</p> <p>20.The premises bid was unsuccessful and a further application would be made next year. The MAT Head Teachers have met with the Premises Manager to ensure there had not been a problem with the application.</p> <p>21.Improvements to the front door would be looked at in due course, and it was suggested that costings be obtained from local construction companies and the possibility of fundraising be looked into.</p> <p>22.Governors were concerned that the gate being locked at lunchtimes was unworkable and advised that a quote for a video system for office staff to see who was approaching the school was being obtained.</p> <p>23.Q – GDPR progress was queried.</p> <p>24.A – On Wednesday 23 May GDPR training was being undertaken and forms would be looked at and worked on for compliance.</p>	
6.	<p>Finance Update (also see confidential minutes)</p> <ol style="list-style-type: none"> 1. The Finance Report to 2 April had been circulated. 2. The SEN funding is expected prior to the end of term. 3. £11,000 had been spent out of Reserves and it was noted that as Reserves diminished so the need to be careful increases. 4. Discussion took place regarding the spend on PE, noting that some sport provision is bought in from Camborne School. The Apprenticeship Scheme was discussed and reference made to another school within the MAT having a PE apprentice and the benefits of such a post and the extra after school clubs that could be offered. 5. An application for a grant through the PTA to purchase a mini outdoor gym for use by the whole community was discussed. 	

7.	MAT Update <ol style="list-style-type: none"> 1. All the MAT Governors are to meet on 18 July, 2018 at 18:00 for an update from Dr McGovern and Sam Jones about the MAT. 2. St Meriadoc Infants have appointed a Head of School who is a phonics expert and an external candidate. It was noted that applicants had been received from outside of Cornwall. 3. The Chief Executive is working on the MAT's profile. 4. The School Improvement Partner and Members of the Board actively promote the work and success of the MAT. 5. A MAT banner is to be put at Camborne Train Station and there is one already at Carn Brea Leisure Centre. 	
8.	Staffing Update Contained within Head's Report	
9.	Policies <ol style="list-style-type: none"> 1. Sport Premium Report – now online and updated. 2. Governor Impact – This would be updated for the next meeting. 3. Healthy Schools Application – This was run by Cornwall Council who would be coming to talk to the children. Staff had put in a huge amount of effort in this area. 4. Privacy Notice – an update would be given following GDPR training. <p>The Chairman advised of training available from the Diocese and the Clerk will forward details to Governors.</p>	HS
10.	Safeguarding Update/Health & Safety The S157 Audit would be completed by the end of June by the Head in conjunction with the Governor with Safeguarding responsibility. <ol style="list-style-type: none"> 1. The boiler will have controls fitted to control the heating from within the school. 2. Fixed wiring inspection will take place over half term. 3. Fixed play equipment is to be serviced over half term. 	
11.	AOB <ol style="list-style-type: none"> 1. A questionnaire was circulated for completion by Governors by a member of staff relating to a level 6 study award. 2. The Rainbow MAT choir concert in on 15 June at 18:30. 3. Alison Barr would be undertaking pastoral work as a volunteer. 	

11.	Date of next Meeting Monday 9 July 2018 at 17:00.	
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