

Minutes of Full Governing Board Meeting

Penponds School

Meeting Date:	Monday 18 March, 2019
Meeting Time:	17:00 – 18:55
Attendees:	Mr A Richards (Head) Mr T Harvey (Chair) Mr J Floyd Mrs S Davis Mrs D Partridge Mr D Head Mrs T Watts Mrs C Souch Mr G Springer
Apologies:	Rev Canon O Stevens
Absent	
In Attendance	Helen Snell (Clerk)

ITEM No.	MINUTES	ACTION
1.	Welcome The Chairman welcomed everyone to the meeting. Apologies The apologies were noted as above.	
2.	Pecuniary Interests None declared.	
3.	Minutes of Meeting held on 14 January, 2019 The minutes of the meeting held on 14 January, 2019 and the confidential minutes were accepted as a true record and signed by the Chairman.	
4.	Matters arising There were no matters arising	
5.	Head Teachers Report The Head Teachers report had been previously circulated. During discussion there were several issues raised, which included the following:	

- i. There had been 34 first choice applications for the new intake in September, 2019, with only 15 places available, making Penponds School one of the highest in the county which are oversubscribed. Final allocations had not been received but it is anticipated there will be a number of Appeals, which the Chairman and CEO would attend with the Head.
- ii. It was noted that St Meriadoc infants had not received their full allocation of applications and so had space. AR will encourage parents to visit the infants.
- iii. Data was not being presented in a different way using the Jason Hurr tracking system which is an Excel grid costing approximately a fifth of the price and had been less time consuming for staff to use than Classroom Monitor. Jason had been into the school to transfer the data into the new system, however there had been inconsistencies in the way some data had been transferred across, which are being rectified. The MAT as a whole were working on ensuring the data is of the same high-level accuracy as the previous system and Jason would be attending the school each term to check success of the system.

Q – It was queried if there had been any contingency as Excel could not be a fail-safe document, and if there had been any alternatives.

A – The information will be saved in different locations and would be collated by one teacher within the MAT for presentation to the Board all in the same format. This system was chosen as the support had been local and was already in use by several large MAT's and had been favourable with Ofsted.

- iv. Mental Health issues with children had seen an increase and referrals had been made to CAMHS, Headstart Kernow (Charity) and First Light (Domestic Violence). Lots of referrals do not reach the threshold for the Core Service and it was encouraging that Charity based agencies were available. Two staff had completed the 'Tauma in Schools' (TIS) training with the Council and were now the schools 'emotionally available adults', with both receiving supervision in this area.

Q – It was queried in there had been an Autism and Dyslexia Champion.

A – It was advised that the County Autistic Champion had visited last week and had viewed the 'chill out' area, and also the Learning and Cognition service had visited to look at those children with dyslexia within the school environment. Displays around the School are excellent and the responsible staff member is really proactive. The School are keen to use County Specialists in these areas.

	<p>v. Headline budget figures were explained, for further details see confidential minutes.</p> <p>vi. The School Improvement Partner had visited on 31 January, 2019 which went well and the focus is now to prepare for the new Ofsted Framework being introduced from September 2019, as the current Ofsted consultation for the new framework puts all Outstanding schools back into the inspection timetable. Our curriculum statement from the Head Teacher to the improvement partner had been of such high quality that they had asked if it could be shared with other schools. There would be a 'Penponds Promise' of 10 objectives for when children had finished their learning at the school based on progression of skills across the curriculum.</p> <p>vii. An application had been made to the Education Endowment Fund for the Space Education Equality Mark which had been similar to the Primary Quality Mark.</p> <p>viii. The format for recording science investigations had been updated with templates ready for recording .</p> <p>ix. There were plans for streamlining Read Write Ink across the whole school, and Dyscalculia teaching being given.</p> <p>x. Q - It was queried that with a new teacher starting next year were this year group's more able students still able to be pushed.</p> <p>xi. A - The Head confirmed that they would and that the teachers involved were part of the Maths Mastery programme.</p> <p>xii. Kernow English Hub had been set up within a school in Newquay which had been funded by the Government to improve outcomes.</p>	
6.	<p>MAT Update</p> <p>Governors were advised:</p> <ul style="list-style-type: none"> • There would be a Board meeting on Wednesday 20 March 2019. • The MAT office had moved to King Edward Mine. • Finances were now arranged centrally with all schools being asked for a higher percentage contribution for central spending, which has had a good impact on savings overall. • Bid writing and grant applications would also be done centrally by staff that had been redeployed. • Gala night was on Tuesday 26 March. • More information will be able to be shared following the MAT Board meeting regarding staffing across the MAT. 	

7.	Finance and Staffing Update These were included within the Headteachers report (item 5) Also see confidential minutes.	
8.	Policies One of the Governors had left the meeting prior to this item and forwarded the following questions to the Headteacher whose response is included below: Online Safety * "Governors should take part in online safety training". How will this be rolled out? All future online safety updates for staff will also be emailed to governors. When booking cpd for online safety the school will ensure governors are also invited. Governors will also be invited to MAT level training. * "Mobile phones may be brought to school", states "not allowed by pupils" (pg 12), however pg 10 states "Student Owned devices Authorised device – purchased by the family. Permission given by the teacher for the device to be used in the class" * How do you monitor pupils for mobile devices? Pupils are only allowed to bring in mobile phones/devices if they have evidence of homework recorded on them; e.g. a pupil has made an animation on their phone and the file is too large to be emailed to the school. In this case the phone/device is kept by the teacher until the end of the day then returned to the child's parent at pick up time. In terms of monitoring pupils for mobile devices, the children know that mobiles are not allowed in school and in most cases police this themselves by handing in any brought into school by mistake or informing staff if someone else has one in their bag. Teachers can use their discretion and tact if suspicious that a child may have a phone on them. Twitter * Updated/next review years are 20/21 * Parents have the right to request for their child not to appear in any Tweets either by name of photo, such requests should be made in writing through the school office or their child's Class Teacher. – should the school not seek approval as per GDPR?	

Yes. We update our acceptable use consent every year – the last update happened when GDPR was introduced. Teachers/Mrs Wood keep a list of children who don't have permissions and each photo included on the newsletter or as a Tweet is checked with this list before it is published.

Social Media

* What is the process for deletion of an Account?

I have added the process for deleting account into the policy. *It may become necessary for an account to be deleted. Reasons could vary from lack of use to a reorganisation of the school's online presence. The SLT will decide on a course of action and follow the process related to the particular social media site. Notice of the intention to delete the account and communication with all stakeholders will be clear to enable all users to change to the new system if required.*

Cyberbullying

* I feel that there should be some reference to MMOS Gaming

I have added a paragraph related to Massively multiplayer online gaming. **Massively Multiplayer Online Gaming**

As well as the examples listed above, schools need to be aware of the impact MMOG gaming has on children. Therefore, in order to develop strategies to mitigate cyberbullying in online gaming environments, we need to better understand what the biggest causes of cyberbullying are in this environment. Gamers perceive the biggest causes of cyberbullying in online games are: anonymity, the cyberbully not seeing the real life effects of their behaviours, and no fear of punishment.

* "Penponds School will develop a home-school agreement that includes clear statements about e-communications. The school seeks to regularly update parents on", isn't there something in place already? Yes. I've changed 'will' to 'have'.

Anti discrimination

* How are staff trained in anti-discrimination?

Through our inclusive culture, strong values and openness. We publish our Equality policy, anti-bullying policy, admissions, exclusions policies performance information, staffing, clubs etc all on the website for all to see. Last year the whole staff took part in personality profiling training to understand each other better. It is a constant dialogue which improves our culture.

	<p>Anti-Bullying</p> <p>* Isn't there supposed to be some reporting of bullying to Governors?</p> <p>I will include bullying reports in the behaviours section of the HT report. Any bullying or racism incident is reported to the LA and as some forms of bullying are illegal, they are reported to the police. These include: violence or assault, theft, repeated harassment or intimidation, for example name calling, threats and abusive phone calls, emails or text messages, hate crimes. There have been no bullying incidents this term.</p> <p>The Chairman highlighted the key points in the Online Safety Policy and Governors were advised there could be an on-line safeguarding training programme being devised in the future.</p> <p>The Governments Safeguarding training was also detailed to Governors along with the fact that GDPR did not prevent sharing.</p> <p>The Headteacher advised of his desire in wanting all children to feel and know they are safe and to assist with this values are celebrated in Assembly.</p> <p>The Chairman highlighted the Anti-bullying rules to Governors.</p> <p>All Policies were agreed.</p>	
9.	<p>Educational Visits</p> <p>Governors gave their approval to</p> <ul style="list-style-type: none"> • The Year 3 and 4 residential camp to the Eden Project which would see 33 children staying for three days in a Youth Hostel at the Eden Project, enjoying lots of planned activities around habitats. • The Year 5 and 6 residential trip to London where 95 children from across the MAT were staying at Lee Valley Park and would be enjoying a day at Harry Potter World, watching the musical Matilda and making visits to St Paul's Cathedral, the Houses of Parliament, Tower Bridge and the Crown Jewels. 	

10.	<p>Safeguarding/Health & Safety Part 2 Keeping Children Safe in Education</p> <p>This had been all signed up to by Governors.</p> <p>The Headteacher report that the front door had now been installed and could be locked and that a security camera would shortly be installed.</p> <p>It was suggested that perhaps the hall could be hired out on occasion, but with no caretaker and a higher insurance premium necessary this would not attract extra income.</p>	
11.	<p>EEF Guide for Governors</p> <p>Following reading this guide, Mr Springer advised that he had requested to undertake PGCE course in Governance which was being run by MarJohn University and funded by the Diocese.</p> <p>This course will enable sharing of information on how to be an effective Governor and what is required in terms of evidenced decision making and being that critical friend. Governors were advised on several aspects of the course, the guide, and what achievements and outcomes could be made, which included the following:</p> <ul style="list-style-type: none"> i. Evidence based decision making. ii. Being able to hold the school to account. iii. The Guide included excellent suggestions of questions for Governors to pose to schools. iv. An accelerated reading project and how this raised attainment through Government funding. v. Evidence of outcomes as well as well as the School Improvement Programme vi. The course contained four pieces of masters level work. vii. A strong Governing body. viii. Information from training portals would be shared with Governors. ix. The course leader is the Chairman of the Board of Directors of the MAT with the Chief Executive also delivering seminars. 	

14.	Date of Next Meeting Monday 20 May, 2019 at 17:00.	
-----	--	--

Signed:.....

Date: