



**MINUTES of the GARRAS LGC MEETING**

**Thursday 9<sup>th</sup> November 2023 5.30pm @ the school**

Item	Subject	Action	
1	<p><b>Governors present:</b> (V = virtual attendance)</p> <p>Nathaniel Hobbs – Chair (NH)            Laura Murgatroyd (LM)            Catriona Pennell (CP)            Emma Rayner – Staff governor (ER)</p> <p><i>Also present:</i>            James Sturges – Head of School (JS)            Pat Nicholas – Governance Professional</p>	<p>Apologies:</p> <p>Lisa Williams (LW)</p> <p>A warm welcome was extended to CP.</p>	
2	<b>Conflicts of Interest</b>		
2.1	Staff governors declared an interest as paid members of staff. No new interests were declared.		
3	<b>Approval of minutes from the last meeting 21.9.23</b>		
3.1	The minutes of the meeting held on Thursday 21st September 2023 were agreed as an accurate record and signed by the Chair.		
4	<b>Matters arising</b>		
4.1	There were no actions from the last meeting.		
4.2	There were no matters arising.		
5	<b>Head teacher’s report</b>		
5.1	<p><b>Interim arrangements for the EHT</b></p> <p>Linda May is on long term leave for personal reasons. Cathryn Andrews will be interim EHT until the end of term.</p> <p>There is a SILC visit on the 4<sup>th</sup> of December. The SILC visits were explained for the benefit of new governors. JS informed governors that the SILC+ visit was planned for the 17<sup>th</sup> of January 2024, only 20 school days later. Governors discussed the implications for monitoring, having the meetings so close together.</p> <p>Q: How often do these visits take place?            A: There is one SILC visit, one SILC+ visit and one SIP visit per year.</p> <p>Q: Is there only one day of EHT time per week?            A: There is no set day of the week, but the equivalent of one day per week. JS explained that most issues are covered in the regular Hub meetings and there are lots of conversations via email.</p> <p>Governors expressed concern that some matters may fall back on the HOS. JS explained that Vicky Sanderson (another of the interim EHTs) is providing cover for the</p>		

	whole hub e.g., policies, and CA is available for more immediate issues. Linda May is keeping in touch regularly.	
5.2	<p><b>Management report to governors – Autumn 2023</b></p> <p>Q: What does the training and premises compliance refer to? A: All staff are required to complete mandatory health and safety training. This figure relates to the training completed so far.</p> <p>Q: Why is the premises compliance low? A: This is likely to be because the security fence has still not been installed.</p> <p>Q: Is there a reason why the other small schools are well below capacity? A: There have been a couple of years where schools have had low numbers coming in and high numbers of Y6 leaving. Garras have had a steadier ratio and are lucky to also have children on the waiting list.</p> <p>Q: Unauthorised absence and PA (persistent absence)? A: Both are due to holidays. The unauthorised figure is better than this time last year.</p> <p>Q: Why are the number of concerns reported so much higher than last year? A: This is the same for all schools following training with the Trust safeguarding lead on how to use the platform. The support staff, in particular, are now more confident in using the system. There are also more incidents being recorded e.g., behaviour, medical and low-level concerns.</p> <p>Concerns were raised that the system is still not being used consistently.</p> <p>Q: Is there a danger of duplication? A: Not for this report, as JS checks the information before submitting it for publication. Also, small school staff have regular conversations about any concerns. Governors heard that there are plans to move from MyConcern to CPOMS (Child Protection Online Management System) this year. The head teachers have already simplified and agreed the categories for CPOMS.</p>	
5.3	<p><b>After school childcare</b></p> <p>Alison and Helly Stock are local childminders and have announced that they are closing at the end of the academic year. Several Garras families use the provision and have asked the school to look at wraparound care once again. We have emailed out another parent survey to gauge interest. Governors heard that the provision must be able to support the pay for 2 staff members. There is no capacity within the existing staff, so the school would need to recruit.</p>	
5.4	<p><b>Update on security fencing &amp; lease renewal</b></p> <p><b>Security fencing</b> – JS has raised concerns about possible evacuation issues with the Trust. Governors discussed some of the wider issues.</p> <p><b>Lease renewal</b> – there were no further updates.</p> <p>NH thanked JS for his report.</p>	
6	<b>Pupil outcomes and the curriculum</b>	

6.1	<p>There are no KS1 statutory tests this year, and the school will no longer use the PiRA and PUMA assessment tests. Reading will be assessed using Accelerated Reader tests and maths with the White Rose end of term assessment tests. Writing will be teacher assessed as always, with moderation between the schools.</p> <p>Q: How is White Rose maths working after a full academic year? A: Very good. Consistency across the classes means that children are increasing in confidence.</p> <p>The next data drop is on the 8<sup>th</sup> of December.</p>	
<b>7</b>	<b>Safeguarding</b>	
7.1	<p>Julia Berry, the local PCSO visited 2 of the classes, and held a discussion with the children about safety when travelling in a car.</p> <p>Eagle Owls class will have their visit on the 10<sup>th</sup> of November and this will cover anti-social behaviour.</p>	
7.2	<p>The Single Central Record (SCR) for all the Trust Schools is now on Teams to enable the Trust DSL and other Trust leaders to access the information. Going forward the Trust is planning to have a centrally held document. Governors expressed their concern about the security of the data, as well as the fact that being unable to access the data at school level could be an issue.</p>	
<b>8</b>	<b>Governor monitoring</b>	
8.1	LW has carried out a safeguarding visit – the report to follow.	
8.2	NH carried out attendance and behaviour monitoring – the report will be circulated with the minutes.	
8.3	LM has checked and approved the pupil premium strategy. LM will complete her scheduled monitoring visit on 17 <sup>th</sup> November. Governors held a discussion around the spring term monitoring visits.	
<b>9</b>	<b>Governor training &amp; recruitment</b>	
9.1	<p><b>Election of vice chair</b></p> <p>This will be deferred until the next meeting.</p>	
9.2	<p><b>Terms of office</b></p> <p>LM term of office ends on 26/02/2024.</p>	
9.3	<p><b>Governor conference presentations</b></p> <p>The presentations are available to all governors on Teams – ‘MAT – All Governance’</p>	
<b>10</b>	<b>Trust updates</b>	
10.1	<p>Chairs meeting 10<sup>th</sup> October</p> <p>NH attended the meeting. The trust plans to break down the staff survey results by school.</p> <p>Governor training – more sessions are planned by the trust. The induction was recommended to the new governors.</p>	

<b>11</b>	<b>Governors impact on the pupils</b>	
11.1	<ul style="list-style-type: none"> <li>● Monitoring standards by carrying out regular governor visits and implementing the monitoring plan for this academic year.</li> <li>● Monitoring staff wellbeing by keeping in touch regularly with the staff and Head of School.</li> <li>● Ensuring effectiveness by actively seeking and recruiting new governors.</li> <li>● Improving skills and knowledge by attending relevant training and wider trust meetings.</li> </ul>	
<b>12</b>	<b>Feedback to the Trustees</b>	
12.1	The process is currently being reviewed and will be ready for the new year.	
	<b>AOB</b> <ul style="list-style-type: none"> <li>● The teaching of SRE is currently only for Year 5 and Year 6, but a review is planned this year.</li> <li>● Parking remains a huge safety issue, despite the additional parking restrictions. Governors heard that the Recreation Hall car park itself, is too small for the number of cars using it, which could explain the issues being reported on the school road.</li> </ul>	
	<b>Dates of next meetings:</b> Thursday 1 <sup>st</sup> February 2024 at 5.30pm.	
	Meeting finished at 7.35pm	