



MINUTES of the GARRAS LGC MEETING

Wednesday 13th March 2024 5.30pm @ the school

Item	Subject	Action
1	<p>Governors present: (V = virtual attendance)</p> <p>Miriam Bagshaw – (MB) Nathaniel Hobbs – Chair (NH) Laura Murgatroyd (LM) Catriona Pennell – Vice Chair (CP) Emma Rayner – Staff governor (ER)</p> <p><i>Also present:</i> Linda May – EHT (LM) up to 6.10pm Pat Nicholas – Governance Professional (PN) James Sturges – Head of School (JS)</p>	<p>Apologies:</p> <p>Lisa Williams (LW)</p>
2	Conflicts of Interest	
2.1	Staff governors declared an interest as paid members of staff. No new interests were declared.	
3	Approval of minutes from the last meeting 7.2.24	
3.1	The minutes of the meeting held on Wednesday 7 th February 2024 were agreed as an accurate record and signed by the Chair.	
4	Matters arising	
4.1	There was one action from the last meeting, this was completed.	
4.2	Governors asked that the recruitment for an after-school club lead be a standing item on all agendas until an appointment is made.	
5	Head teacher's report	
5.1	<p>Management report to governors – spring 2024</p> <ul style="list-style-type: none"> • The report was circulated ahead of the meeting. A wholly positive report: the school is at 100% capacity and full for September. • Attendance shows an improving picture but is already very good at 96%, persistent absence (PA) is below national but slightly higher than last year. • Pupil premium attendance is high and bucks the national trend, and there is no PA in this group. SEND attendance can be a challenge where there are medical needs, but again attendance is high and there is no PA. • Reported concerns have increased, as staff have more confidence in what needs to be reported. The move to CPOMS (child protection online management system) will help with this as more categories are available. 	

	<p>Q: What does the support staff vacancy refer to? A: This refers to the vacancy for an after-school club lead.</p> <p>Q: Why are ratios for support staff higher than others? A: This is due to the levels of one-to-one support for the children with EHCPs.</p> <p>Spring Term SDP review.</p> <p>The document was circulated ahead of the meeting. Governors were asked to carry out an SDP review at the second meeting of each term.</p> <p>'ABC' (agree, build, challenge) and 'cold calling' were explained for the benefit of governors. This is now becoming more natural for the children; support staff attended the training on the last INSET day.</p> <p>A sustainability module has been put together by the teachers and planned for either side of the summer half term.</p> <p>Reading fluency – the reading plan was devised to address progression in reading after Little Wandle phonics. The children are enjoying the reading and can mimic the expression modelled by the teachers and 'echo back' in lessons.</p> <p>Writing at Garras was highlighted as 'something to be proud of'. Governors were informed about the 'Kapow' scheme being used for a number of subjects.</p> <p>Monday 17th June will be a planning day for all teachers in the small schools' hub.</p> <p>Q: The Hub moderation meeting speaks of borderline children, what does this mean? A: Where a piece of writing is close to either 'expected' progress or 'greater depth', teachers were able to debate and evidence with each other to agree the assessment. External moderation took place at Garras last year, so ER is confident in her writing assessments.</p> <p>The maths audit tool was explained; an EYFS action plan for improvement is now in place. The EYFS audit consisted of self-assessment followed by peer review.</p> <p>Internet safety issues for primary aged children have increased significantly. E-safety lessons will now take place across the year. This will include a 10-minute online safety review at the start of each computing lesson.</p>	
5.2	<p>Feedback on the SILC visit</p> <p>The report on the visit has been produced; LM informed the meeting that significant progress has been made and gave some highlights of that progress to governors. An action plan will be produced.</p>	
	<p>NH thanked JS/LM for their report.</p>	
6	<p>Pupil outcomes and the curriculum</p>	
6.1	<p>Covered under item 5; head teachers report.</p> <p>The next data drop will take place on the 22nd of March. For the maths assessments, the averages for the year group will be calculated, and the strengths and areas for improvement included.</p>	

7	Safeguarding	
7.1	All governors are required to complete the level 2 training. Governors asked for clarification on what is classed as 'educational' training.	
7.2	The s157 audit is underway and will be peer reviewed with Roskear and Pencoy's schools.	
8	Governor monitoring	
8.1	Staff wellbeing – CP will visit the school on the 15 th of March.	
8.2	Spring 2-Attendance/PP & SEND/Staff survey <ul style="list-style-type: none"> • A SEND visit had been completed by LM who gave a quick overview for governors– the report will follow. • LM has a curriculum visit booked in for the 26th of March; MB will shadow for this visit. • NH has a behaviour visit planned for the 19th of March and will carry out an SDP monitoring visit with JS and LM in summer 1. • MB agreed to carry out a website audit now that the new website has been launched. 	
8.3	Parent survey – the survey will need to go out early next term. The question set is based on the Ofsted parent view, with 4 additional questions from the school.	
9	Governor training & recruitment	
9.1	Governor network Wed 20 Mar (SEND) SEND- Wednesday 20 th March 5.30–7pm at Pencoy's school led by James Taylor. NH agreed to attend.	
10	Trust updates	
10.1	None for this meeting.	
11	Governors impact on the pupils	
11.1	<ul style="list-style-type: none"> • Monitoring standards by carrying out regular governor visits and implementing the monitoring plan for this academic year. • Monitoring staff wellbeing by keeping in touch regularly with the staff and Head of School. • Ensuring effectiveness by actively seeking and recruiting new governors. • Improving skills and knowledge by attending relevant training and wider trust meetings. 	
12	Feedback to the Trustees	
12.1	NH updated governors on the outcome of his meeting with TL regarding points 2, 3 and 4 of the feedback to Trustees. <ul style="list-style-type: none"> • Point 1 – the response from JA had been shared with governors ahead of the meeting. • Point 2 – TL is the School Improvement Partner (SIP) for Garras; this role is sometimes delegated to CA. 	

	<ul style="list-style-type: none"> Point 3 – TL felt that there had been opportunities for feedback. It had been noted that JS may not have been included in all the subsequent emails that had been shared. TL will ensure that in future JS is included in all correspondence but stressed that comments from JS were included in the final draft. Point 4 – There should be no negative impact on staff wellbeing from these visits. School improvement should be a collaborative exercise and identify areas for improvement. NH reported that TL had been genuinely concerned at the impact the visit had had on staff. <p>NH summed up by saying that TL was very receptive to the governors’ feedback and talked about avoiding the risk of creating a ‘them and us’ situation within the trust. NH agreed that the SILC structure for school improvement was a good process compared to the previous arrangements with Southerly Point, and that these issues arose out of poor communication. NH also expressed gratitude that the feedback to trustees’ process is now working effectively.</p>	
12.2		
	<p>AOB</p> <p>The school expressed its thanks to the rotary club members who worked on the outdoor area at the back of the school.</p> <p>CP also sits on Mawgan Parish Council and reminded the LGC that she is happy to raise any issues on behalf of the school.</p>	
	<p>Dates of next meetings:</p> <p>Wednesday 15th May 2024 at 5.30pm.</p>	
	<p>Meeting finished at 7pm.</p>	

SIGNED:

DATED: