

Landewednack LGB meeting

Minutes of a meeting held on Thursday 15th September 2022

at 4pm at Landewednack School

<p>1. <u>ATTENDING</u> :</p> <p>Elaine Broscomb Claire Harriman Rachel Holder (Chair) Louise Jones (Head teacher) Alix Lord</p> <p>In Attendance: Rebecca Carey, AHT Pat Nicholas, Clerk</p>		
<p>2. <u>APOLOGIES</u> :</p> <p>Received and accepted from Lynne Chandler and Alison Newman (Vice Chair).</p>		
		<u>ACTION</u>
3.	<u>WELCOME AND DECLARATIONS OF PECUNIARY INTERESTS</u>	
	Staff governors declared an interest as paid members of staff. New forms were circulated for completion.	
4.	<u>ELECTION OF CHAIR & VICE CHAIR</u>	
	RH was nominated to continue as Chair; the nomination was seconded and the vote was unanimous. AN was nominated to continue as Vice Chair; the nomination was seconded and the vote was unanimous.	
5.	<u>MINUTES FROM THE 7.6.22 MEETING AND MATTERS ARISING (not on this agenda)</u>	

	The minutes from the meeting held on 7.6.22 were agreed as an accurate record, and signed by the Chair.	
6.	<u>FEEDBACK FROM THE TRUST BOARD</u>	
	No matters were raised from the previous meeting. The SPCMAT CEO, Mark Blackman updated LJ on the wind down of Southerly Point at his visit to the school on Tuesday 13th September.	
7.	<u>FEEDBACK FROM THE FORUM</u>	
	The Forum was held on the 22nd June. There was a small turn out once again. LJ feels that parents really like Class Dojo as a way of communicating with the school, rather than attending a meeting. Q: Do TPAT have their own way to gather the views of the wider school community? A: Not sure, but LJ feels that they would probably allow schools to make their own decision.	
8.	<u>NOTIFICATION OF ANY NEWLY APPOINTED GOVERNORS / RESIGNATIONS</u>	
	There were no newly appointed governors or resignations since the last meeting. Governors agreed to look at recruitment of new governors when the school has settled in with TPAT in the new year. There will be support from Bex Couch, TPAT's Governance Officer.	
9.	<u>HEADTEACHER'S REPORT</u>	
	The report was shared via Google in advance of the meeting. The main points discussed were; Q: Staff changes? A: There have been a number of new staff, but all have settled in well. TPAT is likely to be involved with support for the ECT teacher over the next 2 years. The EYFS TA was recruited at the end of term, and is proving to be an excellent team member, and the impact of the appointment is already becoming evident. Q: What is the likely impact of the falling NOR? A: Financially this will likely lead to a three class structure in 23-24. Q: What about the current class structure? A: This works really well with the current cohorts. Q: Are there any concerns in the data? A: Staff are delighted with 100% phonics in Y1/Y2, and at the recent Ofsted inspection there was a recognition of how well the team worked together. The inspector stressed the need for regular and robust monitoring of phonics, but could see that changes were already having an impact. RC updated governors on progress so far. <ul style="list-style-type: none"> ● Governors were updated on a 'near miss' incident; external services are involved, and subsequent SEN meetings will monitor the situation closely. ● The TPAT estates team audit found the school in very good order. Governors heard that the SP caretakers have now left to take up new posts elsewhere. Some maintenance jobs are outstanding, but may take a bit longer to address 	

	<p>as a result. School is looking to improve security by installing a locked gate at the school entrance.</p> <ul style="list-style-type: none"> The action points from a recent fire inspection are well in hand. <p>Q: Will there be a School Improvement rolling record with TPAT? A: Yes, there will be a visit every three weeks. Landewednack will also be working with other TPAT heads for informal SI.</p> <p>Q: How will the reports be shared with governors? A: In a similar way to the reports from Tamsin Lamb, and these should also provide governors with an accurate picture of progress.</p> <p>Attendance so far is good, however LJ has received a number of holiday requests. RH thanked LJ for her report.</p>	
10.	<u>SAFEGUARDING (GOVERNOR'S) REPORT</u>	
	<p>There was no report available for this meeting.</p> <p>All staff have now completed T2 training. DSL training has been completed by SK and LJ. A safeguarding report will be circulated once AN returns.</p> <p>LJ will confirm that AN is able to attend the Trust safeguarding training with Helen Trelease on 4th October.</p> <p>Governors had received the updated information for September 2022 regarding the 'Keeping Children Safe in Education' document; the ' Management of Safeguarding: The responsibility of governing bodies, proprietors and management committees' and governors had signed the declaration to state that they had read the information.</p>	
11.	<u>HEALTH & SAFETY UPDATE</u>	
	<p>There was no report available for this meeting.</p> <p>Covered under Item 9: Head teacher's report</p>	
12.	<u>SELECTED TOPICS FROM STRUCTURED QUESTIONS</u>	
	Covered under Item 9: Head teacher's report	
13.	<u>FEEDBACK ON GOVERNOR MONITORING VISITS</u>	
	<p>C&S 15.7.22 RH has sent a letter of thanks to Crofty MAT for their support and that of Tamsin Lamb.</p> <p>There is a new curriculum in place that is already beginning to impact teaching and learning. Monitoring visits will need to look at its implementation; the Ofsted report provided some clear focus points.</p> <p>Governors received and noted the visit reports as presented.</p>	
14.	<u>FOCUS ITEMS AND UPDATES</u>	
	<ul style="list-style-type: none"> Operational risk register 	

	The operational risk register will be reviewed, however the school will now to TPAT procedures.	
15.	<u>IMPACT AND EFFECTIVENESS OF LOCAL GOVERNING BODY SINCE LAST MEETING</u>	
	<ul style="list-style-type: none"> ● Ensuring implementation of the post Ofsted action plans through the Chairs' regular contact with the School Improvement Partner and head teacher, and attendance at meetings during the most recent inspection on the 16th July. ● Monitoring staff wellbeing by keeping in touch regularly with the staff and head teacher. ● Monitoring standards by carrying out regular monitoring visits (see list under item 13). ● Ensuring effectiveness through regular Curriculum & Standards meetings. ● Maintaining community links by AL attending the Forum meeting on the 22nd June. 	
16.	<u>URGENT MATTERS FOR DISCUSSION</u>	
	<p>LJ updated govs on the latest ofsted report (as yet unpublished) from the inspection on the 16th July.</p> <ul style="list-style-type: none"> ● The inspector noted that the school is taking appropriate action and the school improvement plans are fit for purpose. <p>(CH left at 5pm)</p> <p>Q: What is the next stage for the school?</p> <p>A: The development of the new curriculum, SEN and KS2 reading.</p> <p>Q: Will the new report be published?</p> <p>A: Yes, it will be published alongside the original report. LJ will inform governors when it is available.</p> <p>Q: Finances?</p> <p>A: The school has been asked to suspend its spending from the 24th October to the end of the term to facilitate the transfer to TPAT. Any surplus funds remaining with SPCMAT will be shared among the schools. Staff TUPE meetings are planned, one for each of the new Trusts.</p> <p>Q: Is the school aware of any families that are moving into the area?</p> <p>A: There are no in-year moves in prospect as yet.</p>	
17.	<u>MATTERS TO BE RAISED WITH THE TRUST BOARD</u>	
	None.	
18.	<u>DATES OF FUTURE MEETINGS</u>	
	<p>C&S = Friday 11th Nov 2022- 8.30am</p> <p>LGB = Thursday 19th January 2023 - 4pm</p>	

<u>SUMMARY OF ACTIONS</u>		
Action	Responsible Person[s]	Date for Completion

The meeting concluded at 5.25pm

SIGNED:

DATED: