

Trannack Primary School
Local Governing Body meeting
Tuesday 19th June 2018 from 4.30pm
at Trannack Primary School

1. <u>ATTENDING :</u>	Dr L Jenkin (Chair), Mrs E Stritt (Head), Mr D Stott, Mrs R Hill, Mrs S Sedgwick, Mrs M Preece, Mrs D Hoskins	
In Attendance	Mrs S Bennetts (Clerk)	
2. <u>APOLOGIES :</u>	Apologies were received and accepted from Mr M Tresidder	
		<u>ACTION</u>
3. <u>WELCOME AND DECLARATIONS OF PECUNIARY INTERESTS</u>		
	Dr Jenkin welcomed the governors to the meeting. There were no additional pecuniary interests to declare.	
4. <u>MINUTES FROM THE PREVIOUS MEETING AND MATTERS ARISING</u>		
	<p>The minutes of the meeting of 16th January 2018 were agreed as a true record and signed by the chair.</p> <ul style="list-style-type: none"> • MP has looked into sources of funding for purchasing iPads. Tesco has a backlog of requests, but if selected the school will receive a minimum of £1,000. The PFTS will help with publicity. • It was confirmed that there are no vacancies on the board of governors. • ES will share comparative data later in the meeting. 	
5. <u>NOTIFICATION OF ANY NEWLY APPOINTED GOVERNORS</u>		
	There are no vacancies	
6. <u>URGENT MATTERS FOR DISCUSSION</u>		
	<p>Finance</p> <p>ES has met with Sean Pinhay the Chief Finance Officer of the MAT to discuss the budget for 2018/2019. The school is not in a good place financially and the number on roll is not sufficient to fund three classes. SP advised on areas where savings can be made. What does that mean? Short term the school will be able to set a budget for 2018/2019, but with 13 year 6 pupils leaving in July, plus those who have recently left, and with 8 joining in September, it is likely there will only be 66 pupils on roll at</p>	

	<p>the census in January which sets the funding allocation for 2019/2020. <u>What are your thoughts?</u> (To ES) The school has always pulled through in the past but this time the reserves are lower. Governors discussed ways of promoting the school – informing the press of any events, keeping the website up to date etc. Governors discussed the PAN and that only 2 schools in the MAT are admitting at PAN in September 2018.</p> <p>Governors discussed the removal of the Trannack School sign at Wheal Dream.</p> <p>Action: LJ to investigate.</p>	LJ
7.	<u>HEADTEACHER'S REPORT</u>	
	<p>Mrs Stritt presented her report (attached). The following points were discussed.</p> <p>The Front Page Summary Context Data had been circulated prior to the meeting.</p> <p>Attendance is slowly improving.</p> <p>ES presented the data as at 5th June 2018. There will be one more data drop before the end of term. Year 6 reading has 92% of children working at expected or above, writing 77% and Maths 88%. Reading has a good percentage working at or above for all year groups but writing is at a lower level. <u>The school has historically struggled with Year 4?</u> Yes. After the SATs, the emphasis shifts to the Year 5 but possibly it should be aimed at the year 3's and 4's. <u>Is a 4/5/6 class the best approach?</u> Class structures have been discussed with staff and there are pros and cons with all structures. The class TA has time allocated to jointly plan with the class teacher, she is a qualified teacher who on occasions is employed as a supply teacher.</p> <p>Data shows additional information on progress since October half term. <u>How much progress should be made?</u> 1 point each half term, so in total 4 points. All year groups are showing above 4 points progress.</p> <p>In comparison to the other MAT schools, Trannack School's percentage for working above expected is high.</p> <p>Mark Lees has carried out a maths audit. His visit was positive and any training will be bespoke to the needs of the school which have been identified as training for the maths co-ordinator, training for teaching staff on reasoning and problem solving and training for support staff.</p> <p>Governors discussed the update of the marking policy including the introduction of 'live marking' and instant verbal feedback.</p> <p>Karen Brokenshire the SIP, carried out a joint learning walk with Mr Tregenza and ES. The school is monitoring lunchtime behaviour and keeps a log of any negative choices pupils make. A couple of children are on Individual Behaviour Plans. <u>Are the parents involved?</u> Yes. Parents are asked to sign the Individual Behaviour Plans and support the schools in sanctions. Governors felt it was important to do this to promote the school positively. The school is supported by an Educational Psychologist, Behaviour Support etc.</p> <p><u>Have there been any safeguarding issues?</u> No. DH has updated her level 3 safeguarding training. ES continues to attend Trust Safeguarding meetings. The school is compliant and the S157 has highlighted any updates and actions. . The Single Central Record needs to be checked once a term.</p> <p>The Trust has agreed to purchase 'My Concern' to record any safeguarding concerns. <u>How often would you use 'My Concern'</u> Concerns are logged when they occur.</p> <p><u>Has all the Sports Premium funding been allocated?</u> Yes it has and the impact has been identified. The Pupil Premium and Sports Premium Action Plans are on the school website.</p>	
8.	<u>SAFEGUARDING GOVERNOR'S REPORT</u>	
	<p>DH carried out a Safeguarding Governor visit on 14th June. The report has been circulated to governors.</p>	

9.	<u>HUB COUNCIL / TRUSTEE COMMITTEES FEEDBACK</u>	
	<p>Each school in the MAT will need to arrange a Forum. It was agreed that this will be held in the autumn term.</p> <p>A new SODA has been received.</p>	
10.	<u>GOVERNOR FEEDBACK ON VISITS</u>	
	<p>DS, LJ and MP carried out a learning walk focusing on writing. They felt that intervention is really positive and working well particularly the WOW group. Governors noted successes in the 500 words writing challenge and sporting achievements. Written reports have been circulated to governors. <u>Governors asked about the work/life balance of staff</u> All staff are working hard. There are a lot of Early Support and TAC meetings which are currently being held half termly but will be reduced to termly meetings next year. <u>Are support staff working beyond their paid hour?</u> There are a number who work beyond their paid hours.</p> <p>Use of the 'How To' toolkit has not moved forward and there are still resources to purchase. This would be useful in addressing the Year 4 dip. It would be good to have resources which can be photocopied so that they can be sent home or posted on the website.</p> <p>Action: ES to implement the use of 'How To'</p>	ES
11.	<u>FOCUS ITEMS :</u>	
	Action: ES will email a summary of last year' comparative data after this year's results have been received.	ES
12.	<u>IMPACT AND EFFECTIVENESS OF LOCAL GOVERNING BODY SINCE LAST MEETING</u>	
	<p>Governance training will be held on 4th July.</p> <p>The learning walks have impacted on the confidence of governors.</p> <p>Governors have been able to prioritise school improvement issues.</p> <p>DS has attended exclusions training.</p>	
13.	<u>DATES OF FUTURE MEETINGS</u>	
	<p>Trannack School Forum Friday 21st September 3.30pm</p> <p>Local Councillors meeting 25th September 2018 at 4.15pm</p> <p>The meeting closed at 6.45pm</p>	

Chair's Signature _____ Date _____

