

Trannack Primary School
Local Governing Body meeting
Tuesday 12th September 2017 from 4.30pm
at Trannack Primary School

<p>1. ATTENDING :</p> <p>Dr L Jenkin (Chair), Mrs E Stritt (Head), Mr D Stott, Mrs R Hill, Mrs S Sedgwick, Mrs M Preece, Mrs D Hoskins and Mr M Tresidder</p> <p>In Attendance</p> <p>Mrs S Bennetts (Clerk)</p>		
<p>2. APOLOGIES :</p> <p>All governors were present.</p>		
		<u>ACTION</u>
<p>3.</p>	<p><u>WELCOME AND DECLARATIONS OF PECUNIARY INTERESTS</u></p>	
	<p>Dr Jenkin welcomed the governors to the meeting and for the benefit of Mr Tresidder who was attending his first meeting, all governors introduced themselves.</p> <p>Pecuniary Interest forms for the year 2017/18 were completed.</p>	
<p>4.</p>	<p><u>MINUTES FROM THE PREVIOUS MEETING AND MATTERS ARISING</u></p>	
	<p>The minutes of the meeting of 20th June 2017 were agreed as a true record and signed by the chair.</p> <p>It was noted that the edges of the steps had not been painted. DH to speak to Dave Ellis.</p> <p><u>Q Governors questioned whether the partially sighted child was already attending the school</u></p> <p><u>A</u> It was confirmed that the child has been a pupil for 2 years and knows the site well. The child's eye condition has not deteriorated in this time.</p> <p><u>Q Governors questioned whether there continues to be a vacancy on the LGB.</u></p> <p><u>A</u> The clerk will check.</p> <p><u>Q Governors questioned when the appointment of Chair and Vice Chair of the LGB will take place as this usually happens at this meeting.</u></p> <p><u>A</u> Governors were reminded that these appointments were made on 23rd May. Both post holders are prepared to continue.</p>	<p style="text-align: center;">DH</p> <p style="text-align: center;">SB</p>

5.	<u>NOTIFICATION OF ANY NEWLY APPOINTED GOVERNORS</u>	
	Mr Michael Tresidder has been appointed as Alumni Governor.	
6.	<u>HEADTEACHER'S REPORT</u>	
	<p>Mrs Stritt presented her report (attached). The following points were discussed.</p> <p>The high number of children with SEND in years 2 and 3.</p> <p>The large year 4/5/6 class. Governors were informed that the school is over PAN in year 6.</p> <p><u>Q Governors asked for further information on the PAN.</u></p> <p><u>A</u> Governors were informed that this is the number admitted to each year group. It was further explained that as the school is trying to increase the number on roll, it was felt that it was acceptable to go over PAN in this case.</p> <p>The average attendance for 2016/2017 is 95.12%. Governors were informed that attendance figures for Pupil Premium children does not include FSM6 or PP+.</p> <p>The school is required to keep and present data on staff absence. Training to input and extract this data is to be provided.</p> <p>Headline data for use and effectiveness of Pupil Premium funding can be found on the school website.</p> <p>The KS2 SATs results for 2017 were presented to governors with data showing that Trannack School was above, in line or very closely in line with National KS2 results in reading, writing and maths. A result of 50% was achieved for reading, writing and mathematics combined.</p> <p><u>Q Governors questioned whether this data should be published on the website</u></p> <p><u>A</u> Governors were informed that this is a requirement for cohorts of 5 and above.</p> <p><u>Q Governors further questioned whether there could be a foot note explaining that due to small cohorts, the percentage should be treated with caution.</u></p> <p><u>A</u> It was confirmed that this should be possible. Mrs Stritt to arrange this.</p> <p>KS1 results show Trannack School to be slightly below national average in reading, writing and mathematics.</p> <p>Mrs Stritt presented data from the internal tracking system which shows the percentage of children working at or above and above for reading, writing and maths for year 1 to year 6. Data also includes the average progress with comparisons between girls, boys and vulnerable groups.</p> <p>The school buys into corestats which provides useful data analysis of the 17 areas of the EYFS, comparing Trannack School with Cornwall and National figures.</p> <p><u>Q Governors questioned where the benchmark stands.</u></p> <p><u>A</u> They were informed that 75% of children achieved a good level of development with the figure for Cornwall being 68.9%. This data is important as progress is measured when end of KS1 assessments are made and again at end of KS2. Mrs Stritt informed the governors that of the 8 children in EYFS, 50% achieved the expected standard in all areas. Two children joined the school part way through the year and were found to not have achieved the level of development judged at the previous school.</p> <p><u>Q Governors questioned whether their progress can be measured accurately from their KS1 to KS2 data</u></p> <p><u>A</u> Governors were informed that accurate progress can be measured at this stage.</p>	ES

	<p><u>Q Governors questioned whether there could be any redress regarding data of children joining the school.</u></p> <p>A Governors were informed that there is nothing that can be done.</p> <p>Mrs Stritt is confident that the figures within the trust are robust.</p> <p>Mrs Stritt explained how floor standards are calculated but that they only apply to cohorts of 11 or above.</p> <p>The school has bought into the behaviour support service provided by Gill Hawkins. She will make recommendations and give advice on nurture groups etc.</p> <p><u>Q Governors requested information on the nurture groups.</u></p> <p>A They were informed that this provision gives children time out of class to enable them to share their feelings so they can then access effective learning.</p> <p>There is a right of way to the lane adjacent to the school. Mrs Stritt informed the governors of the change to the proposed repair and the request for a contribution of £220.</p> <p>Pupil Premium and Sports Premium data and action plans can be found on the school website. Governors were pleased that Trannack School offers swimming throughout the year. Governors were also informed that the school won the Interschools regatta.</p> <p>Mrs Sedgwick left the meeting.</p> <p>A draft School Development Plan for 2017/2018 will be emailed to governors (copy attached). The school will also be reviewing subject leadership.</p> <p>Mr Stott left the meeting.</p> <p>Mrs Stritt informed the governors that the SEND profile is a significant document. There have been three separate enquiries this week from parents who assume a small school is best for their child with high needs. Governors were informed of the implications on the budget while maintaining that Trannack School values individual needs.</p> <p><u>Q Governors questioned how this can be addressed.</u></p> <p>A They were informed that when prospective parents visit the school, they are encouraged to look at all options.</p> <p>Trannack School is one of the few schools in the area which has capacity in most year groups.</p> <p><u>Q Governors questioned what will happen when all year groups are full.</u></p> <p>A They were informed that Dave Ellis is researching the school buildings and capacity within the trust. The HX1 funding which comes with the development in Helston will be allocated to the Helston Schools.</p>	
7.	<u>SAFEGUARDING GOVERNOR’S REPORT</u>	
	There was nothing to report.	
8.	<u>HUB COUNCIL / TRUSTEE COMMITTEES FEEDBACK</u>	
	Mrs Stritt will check how feedback from the HUB council and trustee committees will be forwarded to the schools.	ES
9.	<u>GOVERNOR FEEDBACK ON VISITS</u>	
	Mrs Stritt informed the governors of the need for awareness of Data Protection when	

	<p>making visits to the school. Governors discussed the schools practice for printing confidential documents, the Early Bird and Kids Club registers which are kept in the lobby and the school trip and swimming lists which now only contain first names.</p> <p>Governors were informed that personal emails will no longer be used for communication between school and governors. Mrs Hoskins will create emails for all governors and the clerk using the school domain and will forward details as soon as they are available.</p>	DH
10.	<u>FOCUS ITEMS :</u>	
	There were no focus items to discuss.	
11.	<u>IMPACT AND EFFECTIVENESS OF LOCAL GOVERNING BODY SINCE LAST MEETING</u>	
	<p>Governors expressed concern regarding the lack of budget information. They were informed that this is being addressed.</p> <p>Mrs Preece gave her apologies for the learning walk planned for 08/11/2017</p>	
12.	<u>URGENT MATTERS FOR DISCUSSION</u>	
	<p><u>Q Governors questioned how they will get responses from points raised.</u></p> <p><u>A</u> They were informed that this will come from the HUB rep meeting although these usually have a focus.</p> <p>Governors were informed that Sean Pinhay has been appointed Chief Finance Officer of the MAT.</p>	
13.	<u>DATES OF FUTURE MEETINGS</u>	
	<p>Learning Walk 8th November 4.15pm – 5.15pm</p> <p>Local Governing Body 16th January 4.30pm</p> <p>Learning Walk 23rd April 4.15pm – 5.15pm</p> <p>Local Governing Body 19th June 4.30pm</p> <p>The meeting closed at 6.25pm</p>	

Chair's Signature _____ Date _____