



MINUTES of the GODOLPHIN LGC MEETING

Tuesday 2nd May 2023 4pm

Item	Subject	Action	
	<p>Governors present: (V = virtual attendance)</p> <p>Becky Hosking (Vice Chair) (BH) Emma Ivey (Chair) (EI) Lizzie McIntosh (LMc) Steve Polglase (SP) Sarah French (Executive head teacher) (SF)</p> <p><i>Also present:</i> Pat Nicholas, Governance Professional</p>	<p>1. Apologies:</p> <p>Antony Foden (AF) Sarah Knight (SK)</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 24.1.23		
3.1	The minutes of the meeting held on Tuesday 24th January 2023 were agreed as an accurate record, and signed by the Chair.		
4	Matters arising		
4.1	<p>There were no matters arising and no actions from the last meeting.</p> <p>Item 4: The mental health practitioner still attends on a weekly basis and additional children have been identified to take part. The audit has taken place and will be shared with governors.</p> <p>Item 7: Governors will need to have business cover on their car insurance in order to make mileage claims. This will have no impact on premiums, but insurance providers need to be informed.</p> <p>Item 7: SK carried out the literacy review, and has since met with Matt Warren and other literacy leads from the small schools. This meeting proved very helpful as it was more focussed on the issues specific to small schools.</p> <p>Actions- AF was provided with the H&S policy and training assessment. LW shared the Illogan agenda with governors.</p> <p>SF will email and check with Rachel Jewell if the school meals concerns were raised.</p>		
5	Headteacher's report		
5.1	SF circulated her report at the meeting.		

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5.2	<p>Outcomes in SATs and phonics look positive. The SILC+ visit report included an action to include numbers of children as well as overall percentages when reporting on data to make the impact of small cohorts clear.</p> <p>Pupil premium data in KS2 looks very strong. KS1 outcomes are not quite as good, but still good.</p> <p>Q: Is the KS2 teacher confident that these figures are accurate? A: Yes.</p> <p>Q: With pupil premium children, are there plans in place to address the issues? A: Additional time with TAs and targeted support is provided where required.</p>	
5.3	<p>Safeguarding - SF will attend safer recruitment training for 2 days, as well as additional safeguarding training recommended by Helen Trelease.</p> <p>Q: Will SF take on the role of DSL? A: Yes, SF will be DSL and SK remains as DDSL.</p> <p>KT has been asked to send a copy of the SCR (single central record) to be checked by Nic Furnish, the Trust DSL. Governors asked for a copy of the report when it is produced.</p>	
5.4	<p>Attendance is good overall, and is higher compared to other Crofty schools, and higher than national averages. SF explained that there had been a number of leave requests to attend Helston Flora Day. SF will authorise absence for the morning but expects to have the children back in school by the afternoon. Governors discussed the cultural significance, and the school is considering the inclusion of Flora Day next year within the Inset days.</p>	
5.5	<p>Q: SF was asked how she had settled in? A: SF explained that she has enjoyed her first few days at Godolphin; the families and staff have been welcoming and friendly.</p>	
5.6	<p>Curriculum - SF has negotiated a good price for 'Lifewise' for the teaching of PHSE. There is currently a free trial for staff, and so far, they are very happy with it. There is support from Lifewise, with planning for lessons, assemblies etc., and plenty of resources for all staff and year groups.</p> <p>Q: Has this been recommended to the school? A: Yes, all Crofty schools use it and find it useful.</p> <p>SF explained the 'teach meet' sessions. All subject leads attend a presentation by a keynote speaker, before attending their choice of workshops, each for 10-15 minutes, before moving on to the next. The next will focus on PHSE, with another one at the end of the term.</p> <p>Crofty head teachers have decided to keep science as a continuous focus, and include EYFS, computing and music for next year. Each of these will have a network meeting for subject leads and a 'teach meet' linked to it. Crofty MAT has Trust subject leads for each subject and these change each year. Any school subject leads are able to apply.</p>	

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	<p>General curriculum plans include a possible change to the rolling programme depending on next year's class structure. There will also be a new head teacher for next year, and they should have input on the plans and scenarios being considered.</p> <p>Q: How many children are joining the school in September 2023? A: 14</p> <p>For IT and computing, after half term, Martin Tregenza will lead computing training with staff. Crofty is aware that the technology in school needs upgrading, which should strengthen teaching and learning in the subject.</p>	
5.7	<p>Q: Has there been any feedback from parents about the changes to the school day? A: Feedback on the consultation has been minimal.</p> <p>Q: What do the staff think? A: TAs are impacted as their pay is affected, however their hours can be adjusted which will also help to reduce the impact on the budget. Teachers are not affected by the change.</p> <p>EI thanked SF for her report.</p>	
6	Pupil outcomes and the curriculum	
6.1	Covered under item 5; head teacher's report.	
7	Safeguarding	
7.1	<p>LMc had not completed her monitoring visit. and will liaise with SF to arrange a new date,</p> <p>There were no safeguarding issues to report.</p> <p>Q: Is there a change to the s517 this year? A: Last year's audit has some added sections for schools to add any changes that were needed and then submit them to the County by June 30th.</p> <p>An external safeguarding audit is planned for all the ex-Southerly Point schools.</p> <p>MyConcern, the online system used by the schools to log any safeguarding concerns, was discussed by the Crofty DSLs and some action points were identified. A team of DSLs will research CPOMS (Child Protection Online Management System) and compare it to MyConcern. The results of the research should be ready by September.</p>	
8	Governor monitoring	
8.1	<p>Visits completed</p> <ul style="list-style-type: none"> ● SEND 22.3.23 (BH) <p>Q: How much time will Hannah Crewsdon, the new SENDCo, spend in school? A: HC is contracted for one half day per week, but can be flexible with these hours. Governors will work out how to manage termly monitoring instead of the current annual monitoring.</p> <ul style="list-style-type: none"> ● Safeguarding and behaviour will be monitored this half term. 	

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	<ul style="list-style-type: none"> ● EI will arrange phonics monitoring with SK. ● SP has not yet completed his 'green' visit. SP explained that a pupil conferencing session would probably be more useful, asking the children about ways they can save energy, rather than a focus on bigger initiatives. ● SF told the meeting about the Crofty Trust Eco Council. 2 children from each school (from Y4 & Y5) will attend an online meeting on May 4th at Pennoweth School. There is also a summer summit for these children, which is an all day event on Thursday 6th July. ● SILC+ plus visit - the report was circulated. The visit was very positive overall. Maths monitoring was identified from the report for this term, others can be put in the monitoring plan for next year, i.e. EYFS, enrichment and extracurricular activities. Governors felt it was important to ensure that all year groups have equal access to extracurricular opportunities. SF has a type of 'provision map' to show which children are taking part in various activities, which she uses at her other schools, and would also be useful for Godolphin. 	
8.2	<p>Agenda planner</p> <p>There were no updates to report.</p>	
8.3	<p>Parent/Pupil/Staff survey</p> <p>The most recent communication survey was discussed. The school is looking at increased use of Google Classroom for sharing information such as photos and videos.</p> <p>Q: How many parents use Google Classroom? A: EI will check with KT.</p> <p>In the longer term, the staff will look at other platforms for communication. There was a discussion about the differences between the best known ones.</p> <p>There are plans for a review of the reward and celebration system, as the virtues, for example, are not understood by all parents.</p> <p>SF explained a possible transition session for children moving classes within school, ideally on a day when Y6 are out at HCC. An alternative would be for TAs to take Y6s out of class.</p> <p>The Crofty parent survey was carried out as requested, There were 28 responses, with most parents indicating 'agree' or 'strongly agree', and the majority of comments were positive. EI has shared the results with the Trust, and was happy to report an improvement from the previous survey.</p>	
8.4	<p>H&S</p> <p>Governors do have a monitoring responsibility for Health and Safety. Governors were informed that Mel Griffiths from the Estates team and Phil Rundle (Cornwall Council) would be visiting the school in June to carry out an H&S audit,</p> <p>Q: What is the school doing to keep the outdoor area tidy? Parents have been used in the past for maintenance and painting in the school. Will Crofty allow this?</p>	

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	A: SF will check if parents can come to trim trees and paint, although many of these tasks can be added to the maintenance schedule and completed by the Trust contractors. SF felt that parents helping at weekends could be a problem as there are no staff on site to oversee the works.	
8.5	<p>Recruitment & Succession planning</p> <p>Governors will look to Crofty for support with governor recruitment and succession planning with the roles of Chair and Vice Chair.</p>	
9	Governor training	
9.1	Further Induction training for governors will be available through the Trust.	
10	Trust updates	
10.1	<p>The trust board minutes dated 31st March were received and noted.</p> <p>There was a visit by Crofty Trustees, in order to familiarise themselves with the new schools. The visitors were very complimentary, saying the school felt 'purposeful and positive'.</p>	
10.2	Attendance & Exclusions summary - Godolphin does not appear on the summary, but is slightly better than the Crofty schools overall on its attendance figures.	
11	Governors impact on the pupils	
11.1	<ul style="list-style-type: none"> ● Monitoring staff wellbeing by keeping in touch regularly with the staff and headteacher. ● Improving skills and knowledge by attending relevant training. ● Strengthening and securing the LGB by ongoing recruitment of new governors. ● Gathering and evaluating the views of parents and other stakeholders through recent surveys. 	
12	Feedback to the Trustees	
	None.	
	AOB	
	None.	
	<p>Dates of next meetings:</p> <p>Thursday 13th July 2023 at 4-5pm informal meeting.</p> <p>Tuesday 19th September 2023 4pm formal meeting</p>	
	Meeting finished at 5.30pm.	