



MINUTES of the GODOLPHIN LGC MEETING

Tuesday 19th September 2023 5.15pm

Item	Subject	Action
	<p>Governors present: (V = virtual attendance)</p> <p>Becky Hosking (Vice Chair) (BH) Emma Ivey (Chair) (EI) Sarah Knight (SK) Lizzie McIntosh (LMc) Steve Polglase (SP)</p> <p><i>Also present:</i> Pat Nicholas, Governance Professional (PN) Colin Snook, Head of School (CS)</p>	<p>1. Apologies:</p> <p>Antony Foden (AF)</p>
2	Conflicts of Interest	
2.1	Staff governors declared an interest as paid members of staff. New forms were completed by the governors present.	
3	Approval of minutes from the last meeting 2.5.23	
3.1	The minutes of the meeting held on Tuesday 2 nd May 2023 were agreed as an accurate record and signed by the Chair.	
4	Matters arising	
4.1	Item 4.1: CS has a phone meeting booked in with the mental health practitioner. Governors heard that there is a general requirement that each school has a designated mental health lead (teacher) in school, but that staff member may need up to 8 days out of school to attend the required training. CS will clarify the matter at his meeting.	
4.2	Item 5.3 The DSL is now CS, who has completed the first part of the training, with the second part next week. SK is the DDSL, with Linda May having additional DDSL responsibility.	
4.3	Item 5.6 The computing lead is now Mrs Ellis.	
5	Headteacher's report -verbal	
5.1	CS gave governors an overview of the school including NOR. Numbers are the same as the end of the last year, with 13 new reception children, 16 Y6 leaving last term and 3 new in year admissions this year.	
5.2	There has been one reportable incident involving a pupil, but the family involved is happy with the school's handling of the incident.	
5.3	There are no safeguarding concerns so far this term.	

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5.4	<p>Q: Would the school be asked to admit additional pupils into the Diamond class? A: There is only one space in the class according to the PAN. The school can refuse an application for a place. SK explained that the class is split for certain subjects/interventions, and the hall is used. CS reassured governors that he is happy with the way this is planned and structured.</p>	
5.5	<p>Pupil premium – there is a meeting planned among the hub schools to discuss how funding can be best spent, e.g., music lessons for service children.</p> <p>Q: What is the plan for attendance, particularly persistent absence (PA)? A: A class attendance cup has been introduced. The school is also including a link to government guidance on illness for parents on the school's newsletter. CS will be working with the Hub to deal with PA as it arises. A Crofty letter of attendance has been sent out. Governors discussed Crofty's Attendance Policy, particularly home visits.</p>	
5.6	The health and safety policy has been updated and shared with staff.	
5.7	<p>The new staff are settling in well, and CS is settling into his new role as Head of School.</p> <p>EI thanked CS for his report.</p>	
6	Pupil outcomes and the curriculum	
6.1	<p>Governors held an informal meeting on the 13th July where the data and outcomes was discussed. The main points were as follows;</p> <p>Q: What is the reason for the increase in the number of children meeting age related expectations (ARE)? A: This Y6 cohort had less pupils with additional needs than the previous year. The school is continuing to make sure there are more opportunities for moderation and monitoring and looking carefully at its practice.</p> <ul style="list-style-type: none"> • Children don't always show that they have the potential for 'greater depth' (GDS), and need to be identified, and given the opportunities they need. • This is the second year of using 'White Rose' maths; the impact is now becoming apparent as children are more familiar with the content and the teaching assistants more confident with its implementation. • The school achieved above national averages in all subjects. • EYFS children achieved a 'good level of development' (GLD) in 2023. 'Mastery in Number' is being introduced for YR, Y1 and Y2, with launch lessons later in the week for all staff. 'Maths Whizz' is up and running for all pupils from Y2-Y6. 'Times Tables Rock Stars' (TTRS) remains the same for other year groups. <p>Q: Is Maths Whizz in addition to White Rose Maths? A: Yes.</p> <p>Q: Y1 phonics scores are 100%, but have children made improvements/progress? A: Read, Write, Inc. (RWI) has been in place for a year now, and as a result children are beginning to read more quickly and confidently, and read with fluency. The impact on spelling will take longer.</p>	

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	<ul style="list-style-type: none"> 'Accelerated Reader' will be starting soon. Teachers will benefit from advice from the HOS at Trannack who used it regularly in his previous school. There are some tasks still to complete before it is fully implemented. <p>Q: Is there likely to be any investment in new ICT/devices? A: There will be additional iPads and devices this year, and all teachers have received new laptops. Headphones for children will be provided by the Trust.</p> <ul style="list-style-type: none"> The school development plan (SDP) is now on Teams. Governors were encouraged to read it to assist in the plan for monitoring for this year. CS informed the meeting that the next SILC visit will focus on leadership. <p>Q: Are the job shares working well? A: Yes, very well. CS is looking at ways to enable teachers to have the subject leadership time that they need.</p> <p>(SK left the meeting at 6.20pm)</p>	
7	Safeguarding	
7.1	<p>Governors were reminded of the importance of the Keeping Children Safe in Education document 2023. Governors present signed a declaration to show that they had read and understood Part Two of the document...' The Management of Safeguarding: The responsibility of governing bodies, proprietors, and management committees.</p> <p>Safeguarding should be monitored every term by governors, either formally or by simply ensuring awareness of any changes and should include a review of the Single Central Record (SCR). LMc will arrange her monitoring visit for this term.</p> <p>Staff wellbeing monitoring is a focus for Ofsted. Governors will consider how best to survey the staff.</p>	
8	Governor monitoring	
8.1	<p>H&S visit by Mel Griffiths and Phil Rundle June 2023</p> <p>Follow up actions from the H&S visit will be checked by AF in his next visit.</p> <p>Some staff have yet to complete their mandatory health and safety training. CS explained that overtime will be given to support staff, and opportunities provided for teachers, to ensure this training is completed.</p>	
8.2	Update on informal meeting 13th July – covered under item 5: head teacher's report.	
9	Governor training & recruitment	
9.1	A governor conference has been arranged for Saturday 30 th Sept, with workshops for governors. All governors were encouraged to book their place.	
9.2	Succession planning – there is a workshop on succession planning at the governor conference on the 30 th of September. Governors remain committed to an ongoing programme of recruitment.	
9.3	Governor induction training is planned for Tuesday 3 rd October aimed at governors who are new or relatively new to Crofty governance. This will be held at the Trust Offices at Tolvadden from 5–6pm.	
10	Trust updates	

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10.1	Pupil and parent surveys – the surveys carried out last term will be collated into a Trust wide report/analysis.	
10.2	Governors were reminded of the importance of robust questioning of senior leaders and the inclusion of pupil conferencing in all monitoring.	
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. 	
12	Feedback to the Trustees	
	EI wished to record her appreciation to Simon Hague for meeting with her and acknowledging the concerns expressed, and for the Trust support during the staffing issues.	
	AOB	
	None.	
	Dates of next meetings: Thursday 8 th November 2023 4.30pm Thursday 25 th January 2024 4pm	
	Meeting finished at 6.55pm.	