



MINUTES of the GODOLPHIN LGC MEETING

Thursday 25th January 2024 4pm at the school

Item	Subject	Action
	<p>Governors present: (<i>V = virtual attendance</i>)</p> <p>Becky Hosking (Vice Chair) (BH) Emma Ivey (Chair) (EI) Sarah Knight (SK) Lizzie McIntosh (LMc)</p> <p><i>Also present:</i> Linda May, Executive head teacher (LM) Pat Nicholas, Governance Professional (PN) Colin Snook, Head of School (CS)</p>	<p>1. Apologies:</p> <p>Stephen Polglase (SP) Antony Foden (AF)</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 8.11.23	
3.1	The minutes of the meeting held on Wednesday 8 th November 2023 were agreed as an accurate record and signed by the Chair.	
4	Matters arising	
4.1	<p>Item 5.2 – Pupil premium strategy is now complete and on the website. The SEN report is a work in progress and will be chased.</p> <p>Item 5.2: Staff are more confident in what they need to record on MyConcern, especially incidents of behaviour/bullying.</p> <p>Item 9.1: PN to share some information with the school on the role of the staff governor.</p> <p>AOB: There have been no further safety issues reported. The issues reported in the autumn term were added to the school newsletter immediately after the LGC meeting. A reminder will be placed in the newsletter again, and the involvement of the PCSO requested. CS reassured governors that speed checks and road safety lessons with the children happen regularly. There are council plans to extend the pavements outside the school.</p>	
5	Headteacher’s report - verbal	
5.1	The SILC+ visit on the 24 th of January went well; the report should be out within the week.	
5.2	The new KS1 teacher is settling in well. There was a discussion about a phased return for a member of staff, with other hours covered by long term supply cover.	

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5.3	NOR is at 75 (not including preschool) with one more application pending. There have been 8 new pupils since September 2023.	
5.4	15 applications for YR in September 2024, with 4 first choice places indicated, but likely to be 8. (PAN is 15).	
5.5	Staff led after school clubs (ASCs) are well attended and varied. Cricket takes place after school every Tuesday led by an external coach. Y6 SATS club has started this term.	
5.6	The 'Lyfta' 3D learning platform was discussed and described as 'interactive and immersive'. This is new to the trust and all schools will have access. LM explained it as 'visit in' rather than a more expensive 'visit out'.	
5.7	A new e-safety scheme 'Project Evolve' and computing scheme 'Cornwall Digital Learning' has been introduced. Training took place for all hub teachers at Godolphin with the Trust's IT lead.	
5.8	<p>ABC was explained to the governors; with the aim to encourage class discussion in a positive way. While still very new, the children were able to demonstrate it during the recent SILC+ visit.</p> <p>Q: How will this be monitored? A: Monitoring will be carried out internally and regularly.</p>	
5.9	<p>Attendance for the autumn term stands at 96.01%; one of the best in the Trust, and up on the same time last year. Low at the start of this term due to a number of illnesses.</p> <p>PA (persistent absence) for autumn was 8 pupils, mainly due to illness and holidays. Letters were issued at the end of term and meetings were held with parents. PA families are monitored very closely, and improvements are being made.</p> <p>Pupil premium attendance is higher than for non-pupil premium children.</p>	
5.10	SEND – there are 5 on the register of need: others have been assessed and will be added. EHCP children are making good progress.	
5.11	<p>Safeguarding – the autumn term DSL meeting talked about the move to CPOMS (Child Protection Online Management System) from MyConcern.</p> <p>DSL/DDSL training includes additional annual training as well as the two-yearly mandatory training.</p> <p>The S157 annual safeguarding audit will be peer reviewed this year; there is no requirement to submit it to the county.</p>	
5.12	<p>Incidents of bullying were recorded on MyConcern.</p> <p>Q: Are supply staff made aware of ongoing incidents? A: Yes, they are.</p> <p>Q: Are all staff trained to deal with nut allergy? A: Yes, EpiPen training has been completed and all staff have signed the risk assessment and the policy.</p>	

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	<p>Q: Are breakfast and ASC numbers improving? Breakfast club numbers are low at present, with only one paid member of staff (but always another member of staff on site). ASC numbers are also quite low. Governors discussed if cost is a barrier for some families.</p>	
5.13	EI thanked CS for his report.	
6	Pupil outcomes and the curriculum	
6.1	<p>Data document for governors.</p> <p>Q: Maths-Why are more children significantly below than the nearest sized school? A: Any cohort with EHCP children will see an impact on the data. For the autumn term assessments, schools were asked to use the White Rose assessments instead of the PUMA tests used in the summer term. Not all elements had been covered by the time the tests were administered, so children didn't do as well as they could. Governors were advised of the importance of teacher input for the whole lesson.</p> <p>Q: Writing- GDS (greater depth) lower than previous term? A: Last year, GDS numbers were the highest in the Trust. Recent moderation outcomes may have meant that teachers under-assessed in their teacher assessments. It may also be that there is not enough evidence in the books; CS is expecting next terms assessments to be higher.</p> <p>Q: How will the school address the gap between FSM and non-FSM for all subjects, especially Maths? A: Plans are already in place to address these gaps and teachers have already targeted these children. Structured interventions are in place, and issues with attendance and other barriers to learning have been taken into account.</p>	
7	Safeguarding	
7.1	Covered under item 5: head teacher's report.	
8	Governor monitoring	
8.1	Data – The Data document for governors was circulated in advance of the meeting. Covered under item 6.	
8.2	Safeguarding report – LMc had completed her report. This will be shared with governors once some Teams issues have been rectified.	
8.3	<p>Monitoring plan</p> <p>EI monitored EYFS last term after the SILC visit and will link it in with the parent engagement work planned. EI also carried out staff conferencing for new members of staff last term; the outcome was overwhelmingly positive. All reports are now on Teams.</p> <p>SEND monitoring had only been required annually in the previous trust. BH will begin termly monitoring this term, and will meet with James Taylor, the Trust SEN lead.</p> <p>EI monitored estates and compliance with Kate Thomas and learned how the 'Parago' system is used for maintenance.</p>	

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	<p>The Spring term curriculum focus for monitoring will be science and computing and should include recommendations from the SILC visit in the autumn.</p> <p>LMc will monitor staff wellbeing.</p> <p>Other Spring term monitoring will include parental engagement and the website.</p>	
9	Governor training & recruitment	
9.1	Successful meetings – not covered at this meeting.	
9.2	<p>Terms of office</p> <p>EI, BH, SP, and SK all complete their current term of office on 31.5.24.</p> <p>EI asked governors to support a meet and greet event, to help to advertise parent and staff governor vacancies. It was hoped to fill these by the end of the spring term.</p>	
9.3	<p>Induction training and network meetings</p> <p>Induction training took place on Monday 15th January.</p> <p>Network meetings take place on Tuesday 20th February (Safeguarding), and Wednesday 20th March (SEND).</p>	
9.4	<p>Staff governor vacancy</p> <p>Covered under item 9.2.</p>	
10	Trust updates	
10.1	<p>Governors were informed of the following.</p> <ul style="list-style-type: none"> • An Inclusions principles policy is being developed. • Ongoing investment in the schools' buildings. • The implementation of a training programme for head teachers and leaders. 	
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 and implementing the staff survey. • Improving skills and knowledge by attending relevant training. • Ensuring effectiveness by carrying out regular monitoring visits. • Strengthening and securing the LGB by ongoing recruitment of new governors. 	
12	Feedback to the Trustees	
	None.	
	AOB	
	School vision – the updated information needs to be on the website.	
	<p>Dates of next meetings:</p> <p>Thursday 7th March 2024 4pm</p>	

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	Meeting finished at 5.40pm.	