

19/06/19

### Minutes

#### Local Governing Advisory Board; North Petherwin and Werrington Primary Schools - Spring Wednesday 19<sup>th</sup> June 2019 at 5.30pm at Werrington School

1. **Welcome and Apologies**

**Present:** Bill Willis (Chair), Sharon Sadler (Vice Chair), Nicola Taylor, Janice Buckthought and Jonny Phillpotts (HoS)

**Apologies:** Marilyn Vacara, Jo Callow (Executive Head)

**Present:** Toni Martin (Clerk)

2. **Declarations of Interest Relevant to this Agenda**

None relevant to this agenda and all governors signed their updated pecuniary interest forms.

3. **Confirm Minutes of LGAB Spring Meeting (13<sup>th</sup> March 2019) and Matters Arising**

- Carried forward - Approach a potential co-opted governor from Launceston (JB) *Carry forward to next meeting.*
- Include advert for school governors in the school material published in local flyer (JC) *JC has sent a note to Andy Greene for submission in the NP Flyer.*
- Governors to give some thought to curriculum material and come to summer working group with ideas (All) *Complete.*

Minutes accepted as true and accurate record of meeting and the Chair signed a copy.

4. **Confidential Agenda Items**

None.

5. **HoS Reports**

JP confirmed that the report included information on the school seeking to become an accredited Visible Learning school, some information on maths ladders, some SEN information and some information from Neil Swait on monitoring visits.

JP updated the governors on the maths ladders and the thoughts of the staff. **A governor challenged how the teachers can monitor a child's progress during a lesson to ensure that they all get the most from it** and JB explained how this is done. JP confirmed that the teachers have been trained on maths ladders and like any teaching scheme, there are always issues embedding in a new scheme. The key is to ensure that the less able children benefit from it as much as the most able children. JB confirmed that as maths ladders have no ceiling, it does enable children to progress further when they 'get' something and it is great for their confidence. It is also useful when teaching across year groups in the same class. **A governor challenged that the progress % between years 2 and 6 shows a dip and it is important to identify why this is and that if staff find some schemes difficult, they should be given additional support.** JP noted that some changes in staffing will allow more support to be provided early next year.

It was noted that attendance has improved at NP and the governors discussed the possible reason for this, including the attendance badge scheme. The governors requested that attendance figures also include figures with long-term absences removed in order to see both pictures.

Data was discussed in detail and is covered under point 6.

**A governor noted the curriculum development points from the improvement officer and challenged whether curriculum leaders have time to work on this?** JP explained how he intends to provide the staff with a little more time to do this. He also mentioned the MAT curriculum leads that have been advertised and **a governor challenged that it will be too difficult for staff in small schools to commit to additional work that takes them away from their classes.** It was confirmed that the aim was to have a MAT lead to provide assistance to the individual leads in each school, so although the staff in small schools may not have the capacity in terms of time, they will benefit from this assistance provided from elsewhere.

#### **6. Improvement Plan Update and Progress**

The Chair has previously analysed the data and raised the following:

NP predicted attainment for KS1 67% and KS2 75% combined. He noted that GLD at NP seems low and JB explained the situation, which is also affected by small cohort figures and mobility. JP also explained that GLD involves figures across all disciplines, and sometimes a child might be a great reader but not a good communicator and they haven't completed all of the curriculum yet. It was noted that KS2 combined figure at Wer is low and JP explained the background, and that small cohorts can mean one pupil equals a high %. The governors discussed the phonics data.

JP noted that mobility and other issues are affecting progress and the **Chair challenged that if we know a cohort is not making expected progress, what are we doing about it?** JP stated that they will put what resources they can into addressing this – but children new to the school will take time – attainment will be tricky but progress is being addressed.

The Chair highlighted the importance of monitoring how disadvantaged children are progressing. **He challenged how these children are doing compared to the remainder of the cohort.** JP highlighted a comparison of figures. The Chair noted the need to monitor the disadvantaged progress more closely and to ensure that the expenditure of the PPG funding is having an impact. PJ will produce this data including the relevant comparisons.

SATs results will be discussed at the next working group.

#### **7. Vision & Curriculum Discussion**

JP confirmed that the MAT has produced an overall curriculum framework, and the schools can build their own curriculums within this framework. He is building in his concepts and capabilities based learning into the curriculum and that he is very excited about developing this. The governors will monitor this and NT will take the lead.

#### **8. Safeguarding**

SS noted the new curriculum includes capabilities that will help children's mental health, which is positive. No concerns with SCR and no issues highlighted in the audit.

#### **9. Review SEND**

SEND data discussed under data. Current local offer approved.

#### **10. Governor Impact Statement**

Chair previously circulated the governor impact statement and SS commented on some additions. The Chair discussed the review process for the governing board and the use of the 20 Qs that governors can ask themselves. Some of the questions are less relevant given the size of the board and reviewing each individual's contribution to the Board is adjusted depending on their circumstances and the needs of the Board. The Chair noted that staff and pupil views are looked at but that parental engagement should be reviewed.

#### **11. Working Group Feedback**

The Chair noted any updates from the previous working group. He updated the governors on budgets, noted that NP is the tightest due to falling numbers and that some staffing changes will allow JP to spend more time in his HoS role. Governors discussed the duties of HoS and EHT.

Next working group will include self-review, SATs results & potential improvement priorities, update school risks, admission policy and any other school policy reviews that require to be done.

#### **12. Visits**

Visits conducted confirmed as below and visit reports produced for detail:

- Safeguarding/Attendance – SS. SS discussed attendance, particularly low attendance issues. JP discussed that despite the issues, there have been improvements and more positive parental engagement.
- Improvement Plan/data – BW
- Early Years – JB – report to follow

Visit plan for next term:

- Data including disadvantaged/PPG impact & PE impact – BW
- Safeguarding – SS
- Curriculum monitoring (remotely) - NT

#### **13. Training**

Training conducted:

- BW – Effective Challenging & Questioning (Governors for Schools Online)
- BW, JB – Monitoring Improvement & OFSTED Framework 1<sup>st</sup> May 19.
- BW – MAT PPG/disadvantaged discussion session 4<sup>th</sup> June 19.

Further training offers to be confirmed. The Chair noted training offered by Governors for Schools Online.

#### **14. Any Other Business**

Academic Year 20/21 dates approved.

It was noted that NT and MV's governor terms are due to end in January. NT has expressed a willingness to continue to serve on the board. MV will be approached regarding this. The governing board agreed to co-opt NT and, if applicable, MV for a further term. TM will amend registers and DfE database.

#### **15. DONM**

Dates for next academic year full Board meetings were confirmed as:

- Weds 13<sup>th</sup> Nov 19 at 5.30pm at NP

- Weds 4<sup>th</sup> Mar 20 at 5.30pm at Wer
- Weds 15<sup>th</sup> Jul 20 at 5.30pm at NP

Toni JH Martin  
Governance Officer

**Distribution List:**

W. Willis – Co-opted Governor (Chair)	J. Phillpotts – Head of School
N. Taylor – Co-opted Governor	J. Callow – Executive Head
S. Sadler – Parent Governor (Vice Chair)	
J. Buckthought – Staff Governor	
M. Vacara – Co-opted Governor	W. Hermon – ADMAT CEO
Vacancy – Parent Governor	
Vacancy – Co-opted Governor	
Vacancy – Co-opted Governor	