

Halwin School
Local Governing Body meeting
Tuesday 7 th February 2023 from 5.30pm
at School

<p>1. <u>ATTENDING :</u></p> <p>Cathryn Ashenden Ross Durkin (Chair) Loveday Jenkin (Vice Chair) <i>via Google Meet</i> Richard Lawrence (Head teacher) Vicky Tamblin (Staff governor) <i>left the meeting at 7.20pm</i></p> <p><u>In Attendance</u></p> <p>Kip Jeffrey, prospective governor Pat Nicholas (Clerk) Simon Hague, Crofty MAT CEO <i>until 6.10pm</i></p>		
<p><u>APOLOGIES :</u></p> <p>None.</p>		
		<u>ACTION</u>
2.	<u>WELCOME AND DECLARATIONS OF PECUNIARY INTERESTS</u>	
	<p>A warm welcome was extended to all.</p> <p>Staff declared an interest as paid members of staff. No new interests were declared.</p> <p>SH was welcomed by RD and offered his presentation on Crofty governor induction. This is offered termly for new governors; SH felt it may be easier for new governors from Southerly Point for him to visit in person at the start of a scheduled meeting. The presentation included the history of Crofty MAT, overall governance at Crofty and the specific responsibilities of LGCs.</p>	
3.	<u>MINUTES FROM THE 13.9.22 MEETING AND MATTERS ARISING</u>	
	<p>The minutes of the 13.9.22 meeting were agreed as an accurate record and signed by the Chair.</p> <p>Matters Arising:</p> <p>Item 15 - The work on the mission ethos and values is complete; RL shared the information with governors.</p>	

	Actions from the last meeting; completed.	
4.	<u>FEEDBACK FROM THE SPCMAT TRUST BOARD</u>	
	There were no matters raised at the last meeting.	
5.	<u>NEWLY APPOINTED GOVERNORS & RESIGNATIONS</u>	
	<p>There have been no resignations since the last meeting.</p> <p>KP was awaiting a second reference under SPCMAT's governor recruitment procedures. The meeting heard that one reference was sufficient under Crofty's governor recruitment procedures, and so the process could now be finalised.</p> <p>Under the new SoDA, the LGC needs to recruit a parent governor.</p> <p>Action: PN to share an example advert from another Crofty school. Action: RL will put out an advert for one more parent governor in school and in the local community publication.</p>	<p>PN RL</p>
6.	<u>HEADTEACHER'S REPORT</u>	
	<p>The head's report was circulated with the agenda in advance of the meeting.</p> <p>The main points discussed were;</p> <ul style="list-style-type: none"> • There had been no negative feedback on the whole regarding the teachers strike action on the 1st February. • The Ofsted inspection data summary report included very little information as the cohorts are not large enough, however the data showed that 'Key stage 2 progress in writing was significantly above national and in the highest 20% in 2022'. <p>Q: Is PA (persistent absence) i.e. less than 90% attendance, an issue?</p> <p>A: This was discussed with the EWO (Education Welfare Officer) at the recent termly meeting, however there were good reasons for absence in the cases discussed. Governors heard that PA is a national issue for this academic year.</p> <p>Q: Is Halwin in a deprived area?</p> <p>A: This depends on the index used. The IDACI (income Deprivation Affecting Children Index) puts Halwin in the least deprived 40%, but the IMD (Indices of Multiple Deprivation) puts it in the most deprived 40%.</p> <ul style="list-style-type: none"> • The KS2 results last year were very strong, and the outcomes from formal testing in KS2 were very good in 2018 and 2019. The predictions are for solid results but not as strong as last year. <p>Q: Who makes these predictions?</p> <p>A: These are based on teacher assessments.</p> <ul style="list-style-type: none"> • The SILC+ (School Improvement Leadership Cycle) visit took place; the 'plus' indicates the addition of Ofsted inspector. A 'raising attainment' plan has been put together with Cathryn Andrews, head at Pennoweth. There will be additional development of the history, geography and science curriculums. <p>Q: How did staff feel during the visit and how will these curriculum areas be addressed? Will it be a significant cost?</p>	

	<p>A: There were a mix of reactions among the staff but it was positive overall. The school will use Kapow for history and geography (Kapow is already used for DT and French). This will cost £250 per year. Science will use a scheme developed by a science specialist from Plymouth. The school will be able to adapt it to include the locality if required. RL is confident that he can incorporate V.I.L.P into the structure, and innovate if needed, and there will need to be some adaptations to make for mixed aged classes. This will start after the half term, and no concerns have been expressed by the staff.</p> <p>Crofty MAT has a programme of termly assessment using PiRA (Progress in Reading Assessment) and PUMA (Progress and Understanding in Maths Assessment) tests. These are carried out and marked in school. It is expected that the children will improve their scores as they become familiar with these tests.</p> <p>Governors were informed that in the Year 1 tests there were issues with the phonics, as the questions were not compatible with the way phonics is taught. This needs to be investigated as all Crofty schools also use Read, Write, Inc (RWI). The issue with small cohorts was discussed as, in some instances, the score could be a matter of just one child either way.</p> <ul style="list-style-type: none"> • There were 16 applications for YR in September 2023, with 11 indicating Halwin as first choice. • The rapid action plan had been completed earlier in the day and was circulated. RL explained plans that included informing parents about learning for the coming term, especially reading and recommendations for books to read at home. The school has also started using a writing scheme called 'The Write Stuff' with training to come to improve delivery. <p>Q: At the LGC Chairs meeting, Crofty has asked for LGCs to prioritise the SDP, can RL support this?</p> <p>A: RL will make sure it is up to date.</p> <p>Q: SEND?</p> <p>A: There is a focus on ensuring that any child on the record of need has significant additional needs that need specific adaptations in the classroom.</p> <p>RD thanked RL for his report.</p>	
7.	<p><u>SAFEGUARDING GOVERNOR'S REPORT</u></p>	
	<ul style="list-style-type: none"> • Safeguarding Monitoring matrix Oct 22 (LJ) <p>Staff are completing training on Prevent awareness.</p> <p>The s157 audit will be submitted to the LA this year. The Crofty safeguarding lead is happy with the safeguarding culture in school following her visit.</p> <p>The camera phone at the gate has still not been installed; this will be actioned as soon as possible.</p> <p>Q: Are there any differences between Crofty and Southerly Point's safeguarding policies?</p> <p>A: No, the basic policy is the same.</p> <p>Safeguarding training will be required for all governors.</p>	
8.	<p><u>HEALTH AND SAFETY UPDATE</u></p>	
	<ul style="list-style-type: none"> • H&S 27.6.22 (RD) <p>Steve Eva, the Crofty Estates manager, visited the school and shared Crofty's approach to H&S. There is some basic training for staff to complete. There were some concerns expressed regarding staff workload and additional training.</p>	

	<p>Between now and the summer term some urgent repair works will be completed, e.g. fire doors to be replaced, electrical works to be carried out and damp proofing.</p> <p>Governors no longer have any H&S responsibility, so governors visits are no longer required.</p>	
9.	<u>FEEDBACK ON GOVERNOR MONITORING VISITS</u>	
	<ul style="list-style-type: none"> Governor monitoring week <p>Governors were impressed with the responses from the pupils.</p> <ul style="list-style-type: none"> H&S 27.6.22 (RD) <p>Governors received and noted the latest governor monitoring reports.</p> <p>(VT left at 7.20pm)</p>	
10.	<u>FOCUS ITEMS</u>	
	<ul style="list-style-type: none"> Crofty governance - covered earlier in the meeting. Finance update - covered earlier in the meeting. A teacher survey will be completed; governors have been asked to lead the completion of a parent survey. It was suggested that schools hand out surveys at parents' meetings and the like to ensure the maximum returns. 	
11.	<u>IMPACT AND EFFECTIVENESS OF LOCAL GOVERNING BODY SINCE LAST MEETING</u>	
	<ul style="list-style-type: none"> Monitoring standards by carrying out regular governor visits. 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. Supporting the school's leaders by joining an appeal panel. 	
12.	<u>URGENT MATTERS FOR DISCUSSION</u>	
	None.	
13.	<u>MATTERS TO BE RAISED WITH THE TRUST BOARD</u>	
	None.	
14.	<u>DATES OF FUTURE MEETINGS</u>	
	Tuesday 14th March 2023 at 5.30pm - Formal meeting	

<u>SUMMARY OF ACTIONS</u>		
Action	Responsible Person[s]	Date for Completion
PN to share an example advert from another Crofty school.	Pat Nicholas	10/02/2023

RL will put out an advert for one more parent governor in school and in the local community publication.	Richard Lawrence	10/02/2023
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The meeting concluded at 7.40pm.

Chair's Signature



Date



