

## **HALWIN PRIMARY SCHOOL**

### **Meeting of Full Governing Body held at the School on Monday 26<sup>th</sup> June at 6 pm**

Present: Dr L Jenkin (Chair)  
Mr R Wedlake (Vice Chair)  
Mr R Lawrence (Executive Head)  
Mrs S Richards (Assistant Head)  
Mrs J Nisbet  
Miss R Bickerton  
Mr G Vallender  
Mrs S Maddern  
Mrs A Street

Apologies: Mr C Gould  
Mrs V Tamblin

**1. Welcome & Declarations of Pecuniary Interests**

Apologies were received and accepted and there are no pecuniary interests disclosed.

**2. Minutes of the Previous Meeting and Matters Arising**

The minutes of the previous meeting were agreed as a true and accurate record and were duly signed by the chair.

The Governing Body constitution was discussed, however no copies released as RL completed this online whilst all present at the meeting. RL also discussed and recommended that the new Parent Governors would likely be on the finance committee. June JN is now advisory rep and (SR & RB are school reps.

Confidential matters were brought up with the concerns of the one child in year 1 being discussed. Namely the school's strategic decision regarding children with social and academic needs changing cohorts. RL has checked with Tim Osborne, Senior School Improvement Officer at the LA, who indicated that the child should stay in her cohort but can be educated in Robins.

There are currently individual professionals working alongside her. It was discussed if she was to stay in the same cohort.

JN asked if this would have an impact on the Year 2 Sats for next year.

RL suggests that she would need to sit them, however from next year Year 2 Sats are going to be dropped and therefore would not have a negative impact on our school.

3. Notification of Newly Appointed Governor's

RL asked if the new Governors could be sent a letter drafted by LJ to ask them to attend the next meeting, this would really be a confirmation for them as they have been asking and also reassurance for the school with 2 extra Governors on board. The next meeting taking place is 11<sup>th</sup> July @ 6pm. This is a meeting for all governors within the Wendron Hub.

4. Urgent Matters for Discussion – Policies

**Sports Premium** Update, SR asked if the current situation was correct, RL said that Cornwall Sports Partnership have reviewed the sports premium and all is ok.

**Split Year 4 Policy** Lots of talk on this subject. It was discussed and agreed that a chronological order would take place. Curriculum will take place as always and matched to their individual needs. AS asked how many this would apply to and it was discussed that there would be 4 children to stay in Owls and 5 going to Kingfishers. RL pointed out that the children staying in Owls will be pitched on their ability. Letters will be sent out to parents this week regarding this and reasons why because of numbers etc.

RB spoke regarding last year's Y4 split and expressed how it was handled with the Governing Body and she thought that the appropriate action on the decisions were not made correctly regarding the child involved.

RL said that if the school grows like any other schools then the split might take place in other years. Individual schools change all the time and decisions are made accordingly.

LJ said that she has drafted a letter to the parent involved and no response had yet been received.

PE – SR said that the only change was for running a mile shoes were not always in school and certain children were always without PE kit. The GB agreed that when this happened the so called children could do the sport they were required to do wearing the school uniform they were wearing.

**Spellings & Homework**

This is a growing concern where children do not have all of their learning tools with them in school every day. Spellings and reading books are not in satchels/bags every day. Reading was discussed and a lot of pupils feel that the Karate band has now taken its toll. Some children enjoy reading freely every night without the added pressure of karate bands. It was suggested that it could just be open to KS1 and possible alternatives for KS2, the school will review this further.

The Year 5/6 Appointment has been sent out and several applications have been received.

5. Headteacher's Report

RL issued his Headteacher's Report to everyone and is currently using a new format from the trust for this and is not that keen on this version, without some further adaptation.

It was noted that there should be a slight adjustment to Teaching Staff for Mrs Woods for a future 0.1 for PPA.

Possibly more staff required to cover a new child coming into Reception in September and that we are in the process of applying for an Educational Health Care Plan and possibly for another child coming into Year 2.

It would mean the possibility of moving Mrs Bullock from Owls to support the above child/children.

The school would need to fund the first 6K of this, if an EHCP is granted.

There are certain children with persistent absence, 1 in particular because of health issues.

Y1 & Y2 Maths books will be monitored by SR next year.

Pupil Premium Review – Reports are currently under way and RL verbally explained that moderation has been done across the MAT.

Flushing Regime/Cold Storage water tank and Legionnaire's Testing.

Are 2 Oil Tanks necessary?

6. Safeguarding

This subject was covered in the Headteacher's Report.

7. Hub Council/Trustee Feedback

Southerly Point website is currently being looked at.

Two budgets are to be set, the 1<sup>st</sup> for June to September and the 2<sup>nd</sup> from September to August. Maria to help with this on our behalf.

8. Governor Feed-back on Visits

SR thanked everyone for their efforts and time spent at school and said it was very positive.

One very important issue that was raised was the technical issues with the IT equipment failing along with passwords. RL suggested we use one login for each class.

SR raised an issue about Safeguarding and E-safety policies with no current leadership for IT. RL said that Wendron School had bought a

programme that is suitable for Y1 to Y6. A meeting is being held on the 3<sup>rd</sup> July to review this and RL will bring the results.

Children in Kingfishers have requested to have access to the library.

It was suggested that Y5 children to apply to become librarians.

Also Y5 & Y6 children to be able to access the Library at certain times.

Chris Gould is yet to come in and complete his Governors' Week Reports.

- 9. Focus Items A)** SD Plan timetable **B)** Strategic plans  
SD Improvement plan was discussed along with the cohort and figures. Reports are to follow to Governors and staff will be receiving copies with all plans and progress. Further info to follow after Sats results are received next week.

RL suggested that the SDP to be rolled out after the summer holidays. SR is worried about the SDP not being up and running in September like previous years. RL assured the Governors and staff that it would be ok to be reviewed in the Autumn Term.

JN asked who would write this. It was discussed and decided that a meeting would take place before the end of term between Governors and Staff.

**10. Impact Since Last Meeting**

Headteachers were challenged with SDP plan and a future meeting would take place.

Talks and discussions re the Y4 Split were challenged.

**11. Dates of Future Meetings**

SDP – Monday 10<sup>th</sup> July @ 4.30pm, All Staff & Governors to attend  
FGM set for Tuesday 19<sup>th</sup> September 2017 @ 6pm.  
FGM set for Thursday 18<sup>th</sup> January 2018 @ 6pm.

**12. A.O.B**

JN asked and is concerned about FOH FB page, AS said that another administrator has been added and this issue will be discussed at the next FOH meeting.

Meeting closed at 8.55pm.