

Halwin School
Local Governing Body meeting
Tuesday 14th June 2022 from 6pm
at School

1. <u>ATTENDING :</u> Cathryn Ashenden Ross Durkin (Chair) Loveday Jenkin (Vice Chair) Richard Lawrence (Head teacher) <u>In Attendance</u> Kip Jeffery, prospective governor Pat Nicholas (Clerk) ABSENT: Jessica Swann		
<u>APOLOGIES :</u> None		
		<u>ACTION</u>
2.	<u>WELCOME AND DECLARATIONS OF PECUNIARY INTERESTS</u>	
	A warm welcome was extended to KJ, prospective governor. Staff declared an interest as paid members of staff. No other new pecuniary interests were declared.	
3.	<u>MINUTES FROM THE 24.1.22 MEETING AND MATTERS ARISING</u>	
	The minutes of the 24.1.22 meeting were agreed as an accurate record and signed by the Chair. Item 4: Action for EB 'a list of apps which was to be produced for parents'. This had still not been completed and EB had now left the school. Item 5: With the current upheaval the draft risk register was on hold for the time being and would be deferred to a later date. Governors will ask the question of the new trust about what they have in place. Item 7: Attendance has improved steadily since March. RL has met with the families concerned and this has led to improved attendance.	

	<p>Item 7: The fencing and buzzer system is still outstanding due to increased pressure on the central team.</p> <p>Action: RL will follow up with the Trust on the new fencing.</p>	RL
4.	<u>FEEDBACK FROM THE TRUST BOARD</u>	
	<p>A letter had been sent to governors to update them on the proposed break up of the SPCMAT. With 6 other schools, Halwin is to join the Crofty MAT. There had been little response to the news from parents and the community. Simon Hague, the Crofty CEO, visited the school on Friday.</p> <p>Q: What is the driver for this division? A: The Regional Schools Commissioner (RSC) may have looked at schools similar in size and strengths and made the decision in that way. Both Mullion and Helston (secondary schools) have been placed in the same trust. The final decision of the RSC is expected on the 4th July.</p> <p>Stakeholder meetings with Crofty MAT have been arranged for the 30th June. RL feels that Crofty has a good understanding of the importance of individuality of schools, and it feels 'more like a merger'.</p> <p>Q: Governance at Crofty? A: There is a structure at Crofty MAT which includes local governance, and the CEO is keen for existing governors to continue.</p>	
5.	<u>NEWLY APPOINTED GOVERNORS & RESIGNATIONS</u>	
	<p>Jessica Swann has indicated that she will resign at the end of the year. Governors offered their thanks to JS.</p> <p>Kip Jeffery, prospective governor, introduced himself, and talked to the meeting about his background and skills.</p> <p>RL has identified another potential candidate, and will arrange a meeting.</p>	
6.	<u>HEADTEACHER'S REPORT</u>	
	<p>The head's report was circulated with the agenda in advance of the meeting.</p> <p>RL explained that his report was very detailed, but wanted to give the governors as broad an understanding as possible of where the school stands at present.</p> <p>Q: How is the school supporting the wellbeing of staff? A: The school is offering personal support where needed, and the use of counselling services provided through SAS, which provides the school's staff absence cover among other benefits. Staff are still performing their duties in school, although many feel exhausted as the school returns to normal following the changes imposed by the Covid19 response. Staff have coped well with the level of change, e.g the introduction and implementation of Read, Write, Inc (RWI), and children are flourishing as a result.</p> <p>Q: Are there any areas where wellbeing is hindering staff efforts? A: No.</p> <p>Q: How does the school manage significant staff absence?</p>	

	<p>A: In March there was quite a lot of staff absence, and the staff showed remarkable team spirit and all pulled together.</p> <p>Q: Is there any single point of dependency e.g. key staff and senior leaders?</p> <p>A: RL has supported in other Trust schools where heads are absent, and as a group the schools in the Trust can cope. RL explained that the schools do 'have mitigating actions for the risk and wouldn't crumble'.</p> <p>Q: Why has preschool been rated as a 5 i.e. concerned?</p> <p>A: This is a 'five' as the preschool would struggle in September on current numbers. The preschool needs 8 children per session to make it viable, and the school cannot use its school budget to support it. There needs to be a review of the structure. RL will meet with the Trust finance team to discuss a proposal to reduce staff hours and bring some of the preschool children into the school as a cost saving measure. RL is confident he can make it work, but will need to have a finance discussion first.</p> <p>Q: What plans are there for moving the curriculum forward?</p> <p>A: The head teachers of the schools moving to Crofty will hold a group meeting to look at the subject areas the Trust didn't get to. RL did note that losing the input from the secondary schools will have an impact. This could be overcome by the purchase of a scheme from a private organisation. These can be expensive but do reduce the planning burden on staff.</p> <p>Q: Do Crofty have a preferred curriculum plan?</p> <p>A: The curriculum is not dictated centrally, individual schools can adapt it to suit the size of their setting.</p> <p>Q: Is local governance part of Crofty MAT's management plan?</p> <p>A: Training and development for governors will be needed for the new trust. Bex Couch, Governance Officer for TPAT is leading monitoring training for governors in July. The free NGA training for governors was discussed. It was likely that Crofty MAT, too, would offer training and support.</p> <p>Q: Why are the combined attainment figures for Y2 different?</p> <p>A: The combined figure is where they are at age related expectations (ARE) in reading, writing and maths together. The figure is higher for individual subjects. Governors heard that the Y2 cohort has been most affected by the Covid19 interruption.</p> <p>Q: Is there a plan for those children most affected by Covid19?</p> <p>A: Yes, this is the covid catch up plan, supported by the government's NTP (National Tutoring Programme). The NTP supports schools by providing access to high-quality tutoring to help pupils whose education has been affected by Covid-19. A number of pupils have already benefited from the programme and the impact is already evident from the outcomes of the one to one programme. RL is confident that the funding is being used appropriately, although the amount available has reduced and the school is having to provide the shortfall from the budget. Y1 phonics screening tests have been completed with 75% of the pupils achieving a pass. Of the Y2 pupils who didn't pass in 2021 and retook the test, 83% achieved a pass.</p> <p>Q: Are the KS2 SATs results in?</p> <p>A: These will be published on the 5th July. Teacher Assessment for Y6 shows 23% have achieved greater depth (GDS) with 100% at ARE, which is above the national average. GDS results are in line with national averages.</p> <p>RD thanked RL for his report.</p>	
7.	<u>SAFEGUARDING GOVERNOR'S REPORT</u>	
	There was no report available for this meeting.	

	<p>LJ completed a monitoring visit for the s157 in May.</p> <p>The s157 return needs to be peer reviewed this year; RL is working to set this up before the 30th June deadline. This year only the declaration is submitted; next year will require the self evaluation section, too.</p>	
8.	<u>HEALTH AND SAFETY UPDATE</u>	
	<p>Richard Coode, Trust H&S officer and Phil Rundle from Cornwall Council, completed a school health and safety inspection. The report has been shared with governors. RL will meet with RD and the Trust estates team to go over the issues raised.</p> <p>The meeting discussed estates and compliance and how these may change with the move to Crofty.</p>	
9.	<u>OFSTED REPORT AND ACTIONS</u>	
	<p>a) Ofsted report and actions</p> <p>Covered under item 6; head teacher's report.</p> <p>RL would like to focus on making children familiar with what an Ofsted inspector might ask. It was suggested that governors talk to children during their monitoring visits and draw out the children's conceptual knowledge and whether they refer to their previous knowledge.</p> <p>Teacher expertise and subject knowledge - Each staff meeting focuses on one subject area and the associated concepts. Developing the depth of understanding that staff need will take time. This can mean significant pressure on a small staff who have many responsibilities. The curriculum schemes include CPD to support staff in their implementation.</p> <p>Y2 children were not judged to be secure in their times tables at the time of the inspection. White Rose is full of resources relating to fluency in maths and helps develop genuine fluency.</p> <p>b) School development plans. The SEF (self evaluation) will be completed in the early autumn term with staff and governors. RL will conduct a staff and parent questionnaire this term, and use the results to inform the SEF. The SDP review will follow in October, with a view to producing the new plan in January 2023.</p> <p>c) External reports - Covered under item 6; head teacher's report.</p> <p>d) Strategic plans – 3 year, self evaluation. Covered under item 6; head teacher's report. Governors discussed the school vision and agreed to wait until the move to Crofty before making any changes.</p> <p>(See confidential minutes dated 14.6.22)</p>	
10.	<u>FEEDBACK ON GOVERNOR MONITORING VISITS</u>	
	<ul style="list-style-type: none"> English 9.3.22 (RD) Safeguarding monitoring matrix May 22 (LJ) Maths 25.5.22 (CA) <p>Governors received and noted the latest governor monitoring reports.</p>	
11.	<u>COOPERATIVE FORUM</u>	
	The Forum had not met in the Spring Term.	
12.	<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. Maintaining links with the community through participation in the local Platinum Jubilee celebrations. 	
13.	<u>URGENT MATTERS FOR DISCUSSION</u>	
	<p>Halwin School Vision - Covered under item 9; Ofsted report and actions.</p> <p>Headteacher appraisal - This is carried out every October and involves the Chair of governors and the Trust CEO. It is likely that Mark Blackman, the new SPCMAT CEO will be involved in the next round.</p> <p>Frequency of meetings - Formal meetings will be held once a term, with supplemental meetings planned to address the SDP review and the SEF.</p> <p>Covid catch-up - Covered under item 6; head teacher's report.</p> <p>Parent questionnaire - Covered under item 9; Ofsted report and actions.</p>	
14.	<u>MATTERS TO BE RAISED WITH THE TRUST BOARD</u>	
	None.	
15.	<u>DATES OF FUTURE MEETINGS</u>	
	<p>Tuesday 13th September 2022 at 6pm - formal meeting</p> <p>Monday 26th September 2022 4pm - SEF meeting</p>	

<u>SUMMARY OF ACTIONS</u>		
Action	Responsible Person[s]	Date for Completion
Action: RL will follow up with the Trust on the new fencing.		

The meeting concluded at 8.20pm.

Chair's Signature  Date 17.9.22

