



## Sithney School LGB meeting

**Minutes of a meeting held on Wednesday 25<sup>th</sup> January 2023  
5.30pm @ Sithney School**

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| <p><b>1. <u>ATTENDING</u> :</b><br/>           Tim Atkinson (Vice Chair)<br/>           Bill Coleman<br/>           Sarah French (Executive head teacher)<br/>           Ruth Milligan<br/>           Helen Neil<br/>           Chris Scarborough (Chair)</p> <p><b>In Attendance:</b><br/>           Pat Nicholas, Clerk</p> |  |                      |
| <p><b><u>APOLOGIES</u> :</b></p> <p>Received and accepted from Jacqui Ames.</p>   |  |                      |
|   |  | <b><u>ACTION</u></b> |
| <b>2.</b>   | <p><b><u>WELCOME AND DECLARATIONS OF PECUNIARY INTERESTS</u></b></p>   |                      |
|   | <p>Staff governors declared an interest as paid members of staff. No new interests were declared.</p>  |                      |
| <b>3.</b>   | <p><b><u>MINUTES FROM THE 28.9.22 MEETING &amp; MATTERS ARISING (not on this agenda)</u></b></p>   |                      |
|   | <p>The minutes from the meeting held on Wednesday 28th September 2023 were agreed as an accurate record and were signed by the Chair.</p> <p>Matters arising - none.</p> <p>There were no actions from the previous meeting.</p> |                      |
| <b>4.</b>   | <p><b><u>FEEDBACK FROM THE TRUST BOARD</u></b></p>   |                      |
|   | <p>There were no matters raised at the last meeting.</p>   |                      |

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| 5. | <b><u>NOTIFICATION OF ANY NEWLY APPOINTED GOVERNORS / RESIGNATIONS</u></b>  |  |
|    | There have been no resignations or newly appointed governors since the last meeting.  |  |
| 6. | <b><u>HEADTEACHER'S REPORT</u></b>  |  |
|    | <p>The Head teachers' report had been circulated with the agenda.</p> <p>The main points discussed were;</p> <p>Q: Are there concerns about the numbers for September 2023?</p> <p>A: SF reported a change since the report was circulated. There are 11 first choice applications, although the school was hoping for 12. SF has informed the school admissions team that she is willing to accept 14 this year.</p> <p>Q: Y6 predicted outcomes, particularly pupil premium?</p> <p>A: This is a very able cohort; the pupil premium figure relates to just one child.</p> <p>Q: What are the main issues with writing?</p> <p>A: Staff attended moderation for writing at Pencoys School, and have come away with useful points to work on. The main issues with writing include a combination of grammar use, vocabulary and awareness of genres.</p> <p>Q: Maths for Y2?</p> <p>A: These results are lower than expected; the school is using 'Number Sense', an online teaching tool, as well as providing additional support to provide confidence in mental maths. White Rose maths resources allow children to practise their skills.</p> <ul style="list-style-type: none"> <li>● SF is hoping to find the resources to purchase 'Accelerated Reader' in September. This resource allows pupils to access texts more appropriate for their year group. It is hoped that with the buying power available as part of Crofty MAT, the school will be able to make the purchase.</li> </ul> <p>Q: Is the school still accessing the NTP (National Tutoring Programme)?</p> <p>A: The school has used its quota of funding for this year.</p> <p>Q: Has the school carried out any assessment on the impact of the tutoring?</p> <p>A: Teacher assessments had been carried out throughout, with a definite increase in confidence in girls' maths. The tutor was provided by Teaching Personnel and came in once a week. Governors heard that the children involved could have benefitted from a familiar adult teaching them and more regular sessions. The ideal scenario would have been to pay for supply to release HN or MB to provide the tutoring.</p> <p>Q: What is a SILC visit? SILC is 'School Improvement Leadership Cycle'. Sithney, Trannack, Lanner and Pencoys Schools are part of the same group. SF attended a visit to Pencoys school recently; the process was very positive and carried out very sensitively. Head teachers and SLT can choose what is looked at, and can include learning walks and pupil conferencing. A report is produced at the end of the visit. Justine Hocking is an Ofsted inspector who attends periodically for a SILC+ visit.</p> <ul style="list-style-type: none"> <li>● Since joining Crofty MAT in January, a number of shared services team members have visited the school. SF is delighted that the issues with the school buildings have been prioritised. Plans have been drawn up and SF will share these with parents.</li> <li>● CB has tendered her resignation; SF has been delighted with the support from Crofty; the recruitment process has been dealt with by the central HR team and has been very efficient.</li> <li>● SF discussed the parent questionnaire responses. Governors were informed of the reasons behind two negative comments. SF plans to add information</li> </ul> |  |

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|    | <p>on the school newsletter each week about the current governors and what their roles are.</p> <ul style="list-style-type: none"> <li>• SF shared an example of the Crofty MAT head’s report template. This provides very basic data and will be used for future reports. However, SF will still provide additional information where necessary.</li> <li>• Teachers and HLTAs will attend a trust wide INSET day on Monday 20th February at Roskear School.</li> </ul> <p>Q: What are the main concerns around attendance?</p> <p>A: Pupils whose attendance is below 90% (classed as persistent absence). These are mostly due to bouts of illness, however the school is monitoring them closely.</p> <ul style="list-style-type: none"> <li>• An external audit of the SCR (single central record) has been completed; no major issues were identified.</li> </ul> <p>Q: How does the teaching of RE fit into the curriculum?</p> <p>A: RE is generally taught weekly but can be taught as a block during the year. The school is working to ensure that staff have the subject knowledge they need and the confidence to deliver the curriculum effectively. There is a common thread of Christianity with other faiths as well; the teaching is around understanding different faiths, and not forcing belief. There are plans to update and improve the RE resources.</p> <p>Q: What is ‘sticky knowledge’?</p> <p>A: This is a focus with Ofsted; sticky knowledge is effectively knowledge that will stay with children forever as part of their long-term memory. The school will work creatively to get children to retrieve this previous knowledge. Do staff know about what children have learned previously? Yes, there is clear progression across the school for each subject.</p> <p>CS thanked SF for her report.</p> |  |
| 7. | <b><u>SAFEGUARDING (GOVERNOR’S) REPORT</u></b>  |  |
|    | <p>JA had carried out two monitoring visits in November 2022.</p> <p>Covered under item 6: head teacher’s report.</p>   |  |
| 8. | <b><u>HEALTH &amp; SAFETY UPDATE</u></b>  |  |
|    | <p>Covered under item 6: head teacher’s report.</p> <p>Crofty MAT’s H&amp;S team has very clear procedures. SF completed an assessment of training. ‘Flick’ software is used for some of the training required.</p>   |  |
| 9. | <b><u>FEEDBACK ON GOVERNOR MONITORING VISITS</u></b>  |  |
|    | <ul style="list-style-type: none"> <li>• SCR 10.11.22 (SF)</li> <li>• Safeguarding 22.11.22 (JA)</li> <li>• Safeguarding – pupil voice 22.11.22 (JA)</li> </ul> <p>CS has completed an SEND monitoring visit; the report will follow.</p> <p>Governors discussed the governance changes, however there is no expectation for LGCs to move to the new procedures within a set time frame. CS will attend a LGC Chairs meeting on the 31st January, which should provide further information.</p> <p>SF will send information on how to access Prevent training for governors.</p>  |  |

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| <b>10.</b> | <b><u>FOCUS ITEMS AND UPDATES</u></b>  |  |
|            | <ul style="list-style-type: none"> <li>● Crofty MAT governance; covered under item 9.</li> <li>● Property matters: covered under item 6: head teacher's report.</li> <li>● Trustee led preschool: covered under item 6: head teacher's report.</li> <li>● SEN Local offer, policy and report; governors received and noted the information.</li> </ul>                                   |  |
| <b>11.</b> | <b><u>IMPACT AND EFFECTIVENESS OF LOCAL GOVERNING COMMITTEE SINCE LAST MEETING</u></b>   |  |
|            | <ul style="list-style-type: none"> <li>● Monitoring staff wellbeing by keeping in touch regularly with school staff.</li> <li>● Monitoring safeguarding through governor monitoring visits and relevant training i.e. Prevent</li> <li>● Providing support for the head teacher by attending interviews.</li> <li>● Providing 'visible governance' by attending school trips.</li> </ul> |  |
| <b>12.</b> | <b><u>URGENT MATTERS FOR DISCUSSION</u></b>  |  |
|            | In light of strike action planned by some teaching unions on the 1st February, some classes may have to close. Parents have been informed where appropriate. Staff not taking part in the strike action will be in school as usual. SF will update parents as much as possible.  |  |
| <b>13.</b> | <b><u>MATTERS TO BE RAISED WITH THE TRUST BOARD</u></b>  |  |
|            | None.  |  |
| <b>14.</b> | <b><u>DATES OF FUTURE MEETINGS</u></b>   |  |
|            | Wednesday 14th June 2023 5.30pm LGB - <b>formal</b>  |  |

| <b><u>SUMMARY OF ACTIONS</u></b> |                              |                            |
|----------------------------------|------------------------------|----------------------------|
| <b>Action</b>                    | <b>Responsible Person[s]</b> | <b>Date for Completion</b> |
|                                  |                              |                            |

The meeting concluded at 7.05pm.

Signed

Dated