



MINUTES of the SITHNEY LGC MEETING

Wednesday 27th September 2023 5.30pm @ the school

Item	Subject	Action
1	<p>Governors present: (V = virtual attendance)</p> <p>Bill Coleman (BC) Ruth Milligan (RM) Chris Scarborough (Chair) (CS)</p> <p><i>Also present:</i> Helen Neil (HN), Head of School Pat Nicholas – Governance Professional</p>	<p>Apologies:</p> <p>Tim Atkinson (Vice Chair) (TA).</p>
2	Conflicts of Interest	
2.1	Staff governors declared an interest as paid members of staff. New forms were circulated for completion.	
3	Approval of minutes from the last meeting 14.6.23	
3.1	The minutes of the meeting held on Wednesday 14 th June 2023 were agreed as an accurate record and signed by the Chair.	
4	Matters arising	
4.1	<p>There were no actions from the last meeting.</p> <p>Item 12.1 – <u>'CS will give feedback to the Trustees on H&S, the curriculum and data.</u></p> <p><u>The most recent trust board minutes state that no adverse feedback had been received from parents relating to the small school's hub, but governors agreed that there had not been any opportunities to provide any.'</u></p> <p>CS had a response from Jeremy Alder, the Trust company secretary, who passed the feedback to the Trustees (as he felt it was an operational matter). CS has not yet had a response from any Trustee.</p>	
5	Head teacher's report - verbal	
5.1	The roof work is complete. There is still no access to the staff car park and some scaffolding remains, but the bulk of the work is done. The school now has new furniture, fire doors, ceilings, and LED lights. The walls will be redecorated when they have dried out; this could take up to nine months.	
5.2	There has been an increase in pupil numbers; there are 82 on roll in four classes.	
5.3	Staffing changes were discussed; HN felt that these were working well.	
5.4	SEN numbers are lower than last year, with 10 on SEN Support and 1 EHCP. Cognition and learning are the main issues for SEND, which is a shift in the needs of the children from the previous year.	

5.5	11% of pupils receive pupil premium, and 14% are service children.	
5.6	<p>Data - All Y2 children who took their phonics rechecks passed. 75% of Y1 children achieved the phonics screening pass mark.</p> <ul style="list-style-type: none"> • Support is in place for children in Y1 who did not achieve a good level of development (GLD) at the end of the EYFS. • HN explained that Read, Write, Inc (RWI) is not proving to be effective for spelling in KS2, so the school will be using 'Spelling Shed' going forward. <p>Q: Do any of the Y2 cohort have SEN needs? A: Yes, but these needs are being addressed and/or monitored.</p> <p>Q: Why are writing results low? A: HN feels that the writing is not quite there at KS2. The school were chosen for external moderation, and while the assessments were accurate, there was some confusion with the data reported to county. SPAG results were good, but children are not applying these skills in their writing. Governors acknowledged the impact of the covid closures on children's writing.</p> <ul style="list-style-type: none"> • KS2 reading scores included 69% of pupils at 'greater depth' (GDS); a really good result. SPAG and maths were 85%. Reading, Writing Maths (RWM) combined was 62%, just below national averages. 	
5.7	Claire O'Brien is now the DDSL and will complete the level 3 training. All staff completed level 2 safeguarding and Prevent training.	
5.8	Attendance was 94.5% last year. Governors heard that the Trust target is 96%.	
5.9	'Big shifts' were explained. This terms big shift for Sithney is 'cold calling'. This is questioning the children but without the children raising their hands to provide an answer. Teachers select children for their response.	
5.10	'Maths Whizz' is ready to be rolled out, and the school plans to use a new reading scheme called 'accelerated reader'. Lifewise PHSE was purchased last term to support consistency in the teaching of the subject across the classes. The school were told that the lessons would be set up in advance, but this hasn't happened. The Trust is chasing this on the school's behalf.	
5.11	<p>Q: Governors asked HN how she is coping with her new role? A: HN explained that it has been a challenge, particularly given the imminent Ofsted inspection, and a three-day teaching commitment. The Trust arranged a SILC+ visit earlier in the week to help with Ofsted preparation. This raised some issues which are being addressed.</p> <p>Q: Has there been a discussion about the job description and roles of the heads of school? A: Not yet.</p> <p>Governors agreed that it was important to have the roles clarified. HN feels that Tamsin Lamb is aware of the additional pressures on the Heads of School at this time.</p>	
	CS thanked HN for her report.	
6	Pupil outcomes and the curriculum	
6.1	Covered under item 5: head teacher's report.	

7	Safeguarding	
7.1	<p>Governors were reminded of the importance of the Keeping Children Safe in Education document 2023. Governors present signed a declaration to show that they had read and understood Part Two of the document...' The Management of Safeguarding: The responsibility of governing bodies, proprietors, and management committees.</p> <p>The main changes in the document are.</p> <ul style="list-style-type: none"> • Filtering and monitoring of internet access for children. This is managed by Crofty IT, so the school expects an update soon. • Children absent from education, i.e., children known to schools but not attending, as opposed to children missing in education. 	
7.2	Recent Ofsted inspections at other Trust schools have highlighted the need for all TAs to undergo a prohibition check for safeguarding purposes.	
8	Governor monitoring	
8.1	CS will arrange a safeguarding and a geography visit, as well as follow ups on previous visits.	
9	Governor training	
9.1	A governor conference has been arranged for Saturday 30 th Sept, with workshops for governors. All governors were encouraged to book their place.	
9.2	Governor induction training is planned for Tuesday 3 rd October aimed at governors who are new or relatively new to Crofty governance. This will be held at the Trust Offices at Tolvadden from 5–6pm.	
10	Trust updates	
10.1	Pupil and parent surveys – the surveys carried out last term will be collated into a Trust wide report/analysis.	
11	Governors impact on the pupils	
11.1	<ul style="list-style-type: none"> • Monitoring standards by carrying out regular governor visits, and planning monitoring for the next academic year. • Monitoring staff wellbeing by keeping in touch regularly with the staff and executive head teacher. • Ensuring effectiveness by actively seeking new governors. • Improving skills and knowledge by attending relevant training. • Supporting the head of school ahead of the imminent Ofsted visit. 	
12	Feedback to the Trustees	
12.1	AOB	
	None.	
	Dates of next meetings:	
	Wednesday 15th November 2023 5.30pm	
	Meeting finished at 7.10pm	