



MINUTES of the SITHNEY LGC MEETING

Wednesday 24th January 2024 5.30pm @ the school

Item	Subject	Action
1	<p>Governors present: (V = virtual attendance)</p> <p>Ruth Milligan (RM) Chris Scarborough (Chair) (CS) Ross Williams (RW)</p> <p><i>Also present:</i> Helen Neil (HN), Head of School Pat Nicholas – Governance Professional Charlotte Norris, prospective governor Alex Smith, prospective governor</p>	<p>Apologies:</p> <p>Bill Coleman (BC) Linda May (LM)</p>
2	Conflicts of Interest	
2.1	Staff governors declared an interest as paid members of staff. No new interests were declared.	
3	Approval of minutes from the last meeting 15.11.23	
3.1	The minutes of the meeting held on Wednesday 15 th November 2023 were agreed as an accurate record and signed by the Chair.	
4	Matters arising	
4.1	There were no actions from the last meeting.	
5	Head teacher's report - verbal	
5.1	HN circulated her report notes for the governors.	
5.2	<p>Governors heard of the difficulties of arranging after school clubs (ASC) with a small staff.</p> <p>Q: Is there Trust level support for ASC's? A: No, but schools would not expect such support.</p>	
5.3	<p>Q: What is CAST?</p> <p>A: Cornubian Arts & Science Trust, based in Helston, is a visual arts organisation. The workshops take place in Helston, so transport can be an issue as only teachers are minibus trained. HN is trying to encourage TAs to take the minibus training. CN offered to help as she has minibus training.</p>	
5.4	DSL and DDSL training will be prioritised this term.	
5.5	Attendance is at 95%, an improvement on the same time last year. Persistent absence (PA) is mostly from unauthorised holidays. Letters were sent to all families last term, so all parents are aware of their child's attendance.	

5.6	<p>The school is moving to CPOMS (Child Protection Online Management System) in March from MyConcern for reporting safeguarding concerns.</p> <p>The S157 annual safeguarding audit for this year is peer reviewed; there is no requirement for submission to the local authority this year.</p>	
5.7	<p>Progress on the SDP (School Development Plan) was discussed. Art will be skills based this term rather than topic based. Staff attended a meeting at Godolphin to look at a new scheme for the teaching of computing.</p> <p>Governors heard that the iPads are now too old for the new software; it is hoped to obtain some new devices from the Trust if budgets allow. The trust will look at the schools with the highest need, and Sithney has more access to devices per child than some of the bigger schools.</p> <p>Q: Could schools fundraise for IT equipment? A: Yes, it is a possibility. FOSS have already paid for some items to brighten up the school and to purchase fiction books, but new devices would be very expensive.</p>	
5.8	<p>Some planned works have been delayed, as some walls in the school hall are still not dry enough to paint following the roof works.</p> <p>HN explained that since the school no longer prepares hot meals on site, some changes will be made. The old stock cupboard in the corner of the hall will become the new servery, the old kitchen will become the staff room, and current staff room will be converted to an interventions room. It is hoped that the floors and painting will be completed in the Easter break.</p> <p>Q: Is there an end date? A: Hopefully by end of the academic year, but this will depend on the contractors.</p>	
	CS thanked HN for her report.	
6	Pupil outcomes and the curriculum	
6.1	<p>Data for governors for the autumn term was circulated. HN explained some issues with the 'White Rose' assessments as these included some items not yet taught e.g. fractions.</p> <p>Q: Are there any changes to assessments planned? A: There needs to be agreement on what constitutes 'working at expected'. Teacher assessment is an important part of the process.</p> <p>Q: Pupil Premium attendance is high compared to other similar sized schools, have any good ideas for addressing this been shared? A: Meetings with families are held where attendance is an issue. Small numbers of Pupil Premium children inflate the percentages and make it appear poor in comparison. Lateness issues and unauthorised holidays were discussed.</p> <p>Q: Governors acknowledged that reading and phonics results are very good overall. Why the overall dip in the autumn term? A: This is mainly down to small cohorts and associated attendance issues.</p>	

	<p>Q: When do pupils begin Accelerated Reader (AR)? A: Pupils start in Y2 as soon as they complete the Read, Write Inc (RWI) phonics programme. AR has been well received across the school, but it is still too early to assess the impact.</p> <p>Q: How is progress on improving KS2 writing? A: KS2 pupils follow the Literacy Shed Plus spellings in the morning. The main issue is that children know the word but are not applying this in their writing. 'Grammar Ninja' has been introduced, and linked to the books, to encourage independence in their writing. Again, it is too early to assess the impact.</p> <p>Q: How does the school plan to get more Y5 and Y6 to 'greater depth' (GDS)? A: Staff are working on perseverance and pace for those who are working just below. More able children are already very keen to excel.</p> <p>Q: Are Year 4 making progress with their multiplication tables? A: TTRS (Times Table Rock Stars) is used as much as possible, and staff are confident that most children are already scoring above 22 out of 25, 'One minute maths' from White Rose is also used.</p> <p>Q: When is the next SILC visit? A: In March. There are clashes with KS1 swimming so HN will need to check that subject leads are available.</p>	
7	Safeguarding	
7.1	Covered under item 5: head teacher's report.	
8	Governor monitoring	
8.1	<p>Data - Covered under item 5: head teacher's report</p> <p>CS is keen to organise monitoring visits for Spring 2. Their meeting discussed a follow up on CS' history visit as well as music and computing.</p> <p>The SEND/SG visit will involve a meeting with HN in school and look at action points from the Ofsted inspection.</p>	
8.2	<p>Science TA 16.6.23</p> <p>Governors received and noted the report as presented.</p>	
9	Governor training	
9.1	New governors -DBS checks are currently underway.	
9.2	<p>Induction training and network meetings.</p> <p>There were no new induction training dates for the meeting.</p> <p>Governor network meetings will take place on Tues 20th Feb 5.30-7pm (Safeguarding), and Wed 20th March 5.30-7pm (SEND).</p>	
9.3	Successful meetings - PN circulated an article from the Governor Hub, '12 suggestions for improving your governing board meetings'. Governors were asked to consider the suggestions for future meetings, with a view to making meetings more productive, concise, and strategic.	

10	Trust updates	
10.1	None.	
11	Governors impact on the pupils	
11.1	<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 head of school. ● Ensuring effectiveness by actively seeking and recruiting new governors. ● Improving skills and knowledge by attending relevant training. ● Supporting the staff and pupil by taking part in educational visits. 	
12	Feedback to the Trustees	
12.1	Governors received and noted the letter from Robin Cowan, Trustee and Chair of the SIG committee. No feedback from this meeting.	
	AOB RM offered her resignation from the governors as she will no longer have a child at the school. Governors offered all best wishes for the future.	
	Dates of next meetings: Wednesday 6 th March 2024 5.30pm	
	Meeting finished at 6.50pm	

SIGNED

DATED