

## Fowey Primary School

Windmill, Fowey, Cornwall, PL23 1HH

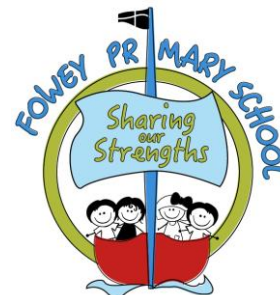
Tel: 01726 832542 & Fax: 01726 832035

email: [admin@foweysch.org](mailto:admin@foweysch.org)

website: [www.fowey-ji.cornwall.sch.uk](http://www.fowey-ji.cornwall.sch.uk)

**Headteacher: Kate Sicolo**

**Clerk to the Governors: Sue Blaxley Email: [sblaxley@foweysch.org](mailto:sblaxley@foweysch.org)**



Minutes of a Meeting of the Local Governing Committee of Fowey Primary School held in the Headteacher's Office on 2<sup>nd</sup> April 2019 at 3:30pm.

### Present:

Chris Williams (Chair), Kate Sicolo (Headteacher),  
Maria Barnes, Chris Price, Tony Freshwater and Jodie  
Morcomb

### Absent:

Natalie Peperell, Kay Peacey (Vice Chair),  
Kay Taylor

**In Attendance:** Sue Blaxley (Clerk to the Governors)

### 1. Welcome

The Chair welcomed everyone to the meeting.

### 2. Procedure for evacuating the building

The Headteacher outlined the procedure for evacuation of the staff room.

### 3. Declaration of Business or Pecuniary Interest – verbal

There were no additional business or pecuniary interests to declare.

### 4. Apologies for Absence

Apologies for absence were received and accepted from Natalie Peperell, Kay Taylor and Kay Peacey.

### 5. Minutes of the meeting held on 10<sup>th</sup> January 2019 and Matters Arising not included on the agenda

The minutes of the meeting held on 10<sup>th</sup> January 2019, having previously been circulated, were agreed as an accurate record. **A governor asked for confirmation as to details of the summer works that will take place.** The Headteacher said that the ceiling, lights and mezzanine in the Year 1 area will be completed during the summer holidays and that other works will take place during the Easter break. **A governor asked what current works are taking place.** The Headteacher said that accessibility ramps are being installed.



**PENINSULA**  
LEARNING TRUST

## 6. Headteacher's Report – to receive and consider the Headteacher's Report

It was noted that the Headteacher's report had been circulated in advance of the meeting. **A governor asked what plans are being made for the project-based learning next year.** The Headteacher said that the project-based learning has been successful this year and the children like it but there is a need to ensure that the trips and visits are ongoing and that the learning results in good quality real life outcomes. She said that this is not happening as much as it should in Years 3 and 4 in particular. **A governor asked the Headteacher to explain the gap in boys and girls writing.** She said that it is narrower than the national average but that the gap is particularly prevalent in greater depth writing. She said that the school needs to focus on prioritizing writing in EYFS and Year 1 next year to build writing skills at these initial stages, especially for boys. She said that various measures to assist writing for boys have already been put in place, including a writing shed and screening their writing skills when they start school. She said that next year's development plan needs to prioritize the boy/girl gap over the pupil premium/non-pupil premium gap. **A governor asked what the percentage of boys against girls is in terms of pupil premium.** The Headteacher said that she did not know but acknowledged that the gap could be both a pupil premium and a gender issue. She said that research shows that boys' writing is better if it is based on real life writing so a focus on non-fictional project based learning next year will help to close this gap. **A governor challenged the Headteacher to explain the preparations that are being undertaken for the Year 6 SATS.** She said that the mock SATS results were better than she thought they would be. She said that 67% had passed the grammar SAT but she had hoped this would be a higher percentage. She said that 83% had passed the reading SAT which was an excellent result which she said she hopes will be sustained. She said that 72% passed the Maths SAT which was acceptable but was not as secure as she would like it to be. She said that a lot of work is being done to secure and improve these percentages including daily Maths and reading intervention and generally ensuring that most of the children will achieve the pass mark of 100 but at the same time, ensuring that these results are fair. **A governor asked what parents' reaction has been to the changes in Years 3 and 4.** The Headteacher said that the reaction is settling down now. **A governor asked what the position is regarding the catering contract for next year.** The Headteacher said that she is still looking at the contracts and that she will be taking on board the parental feedback and parental priorities. She said that the current situation is that the catering is being provided under a temporary contract with CaterLink.

**A governor asked what the role of PLT is in terms of the school's finances.** The Headteacher said that they sign off the budget and the allocation of funds in the budget but a reduction in the number of classes in the school is the decision of the Headteacher in consultation with the LGB. **A governor asked if central government funding is lower per pupil in Cornwall.** The Headteacher explained that the per pupil funding is not lower but other "top-up" measures are low, such as the percentage of parents who have received further education.

---

## 7. Complaints and Lockdown Procedure – to receive and consider the complaints and lock down procedure.

The Headteacher explained that a "Lockdown" procedure is required in case of incidents such as a terrorist attack or a gas leak. She said that it was not necessary to practice the procedure in school. Governors ratified the procedure. She said that the EYFSA had looked at the PLT Complaints policy and had concluded that there were items contained therein that were not as explicit as they could be. She said these amendments have now been incorporated into the policy.

## 8. Parental Feedback – to receive and consider the results of parental feedback



**PENINSULA**  
LEARNING TRUST

The Headteacher explained that parental feedback forms had been distributed at parents' evening and that 64 responses had been received. She said that she compared the responses to those given to the parents' Ofsted survey undertaken in February 2018. She explained that a lot of the feedback is positive and is showing significant improvement compared to the Ofsted survey. She said that most of the parents feel very positive and supportive of the school. She said that an area that needs to be worked on is the parents' perception of behaviour although this perception has improved since the Ofsted survey. She said that she acknowledged that there are children with behaviour issues in the school. The Headteacher said that some work needs to be undertaken with parents on their understanding of other children's behavioural issues. **A governor asked who this feedback will be distributed to.** The Headteacher said that it will be shared with parents and it could be shown to Ofsted. **A governor commented that follow up questions could be asked such as the relative importance of specific issues and/or how parents think a specific issue is affecting their child's outcomes. A Governor asked what percentage of families had completed the questionnaire.** The Headteacher said that she did not know but it is a useful measure of parents' perception of the school.

## **PART B – CONFIDENTIAL ITEMS**

The following items are confidential and are subject to a separate confidential minute.

ESYFA Enquiry

Staffing

Exclusion Panel Training

There was no further business and the meeting closed at 5pm. The next meeting of the LGB will be on Tuesday 11<sup>th</sup> June commencing at 3:30pm.



**PENINSULA**  
LEARNING TRUST