

**FOWEY PRIMARY SCHOOL
MINUTES OF THE LOCAL GOVERNING BOARD MEETING**

10 JULY 2017 – 3.30PM

Present: Maria Barnes (MB), Jaine Colwill (JC), Lucy Elliott (LE),
Sinead Hanks (SH), Kay Peacey (KP), Chris Price (CP),
Kay Taylor (KT), Chris Wathern (CW) (Headteacher),
Chris Williams (CHW) (Chair), Pat Richards (Clerk)

Agenda No 1	Apologies/Declarations	Action:
--------------------	-------------------------------	----------------

1.1 Apologies were received from Natalie Peperell.

1.2 There were no changes of Pecuniary Interest and Conflict of Interests.

Agenda No 2	Minutes of the Last Meeting	Action:
--------------------	------------------------------------	----------------

2.1 The minutes of the last meeting held on 9 June 2017 was proposed as a true copy and signed by the Chair.

Agenda No 3	Matters Arising	Action:
--------------------	------------------------	----------------

3.1 **6.1** - CW fed back that the capital bid submitted to PLT for work on the roof had been approved and the LGB agreed for the work to go ahead.

3.2 **10.1/10.2** – CW reported that interviews for the maternity leave cover had taken place. Jen Nicholls had been appointed. Jen will be teaching in Y5 when Talyn Truscott begins her maternity leave. Jen is able to come in during September for transition and handover. She also came to the whole staff safeguarding training.

There had been a very strong field for the two TA posts. Ten had been shortlisted. After interviews Mandy Butler and Amy Dunn were appointed. Both came to the whole school safeguarding training.

Agenda No 4	Standards/Data Review	Action:
--------------------	------------------------------	----------------

4.1 CW had e-mailed Governors a copy of the “How did we perform in 2017 document, which outlined information and details on the key performance indicators for end of EYFS, YR1 Phonics, end of KS1 and end of KS2.

4.2 All results were above national average. He reminded Governors that Ofsted can inspect at any point, but routinely would do so within the third year of operating as a new Academy.

4.3 In EYFS 2017 the percentage achieving a GLD with a cohort of 24 children was 79% (above National 2016). CW fed back that the average mark achieved in the YR1 Phonics Screening Check 2017 was higher than last year as was the percentage of children passing the check (again above National 2016).

4.4 At the end of KS1, YR2 children were above national average (2016).

4.5 KS2 children were above national average in all subjects. All Governors judged this to be excellent attainment, with the school gaining higher levels of attainment from last year.

4.6 KP asked whether this journey could be tracked back to see a trend. It was fed back that 4 years of performance indicators would need to be looked at to see the pattern under the new curriculum/assessment system for KS2. However, all indicators at KS2 were up from last year and above National. At EYFS, Y1 phonics and KS1, the trend remains positive. Analysis is underway of this year's KS2 papers, and profiling is to be used alongside target setting for other cohorts within the school.

4.7 This year the school was externally moderated by the LA in writing with Teaching Assessment judgements confirmed. Elaine Dymond had found the moderation process and validation very useful.

Agenda No 5	What Has Gone Well?	Action:
--------------------	----------------------------	----------------

- 5.1** CP felt that success breeds success within the school and that staff and parents should be congratulated on the success of the school. He went on to say that he would like it minuted that staff are to be congratulated on their hard work on moving the school forward.

Agenda No 6	What Could Be Even Better?	Action:
--------------------	-----------------------------------	----------------

- 6.1** CP asked for CW to explain what benefits the school has made joining the PLT. There had been positive collaboration, such as RWI with Carclaze and Challenge Days across the Trust. A strategic plan is in its final stages of ratification which will give increased focus to school improvement work across the Trust.

6.2 The question what 'happens next' was asked by Governors. How could the school move forward to 'Outstanding'?

It was felt by Governors that the school should continue to look to other schools that are Outstanding (including outside the Trust) - as it was felt the school had met the 'uniformly green, uniformly good' strategic priority of the Trust and wanted to work with others not only to support improvement for other

schools within PLT but sustain and improve Fowey further towards Outstanding. It was suggested by CHW should the school be looking beyond the PLT.

- 6.3** CW reiterated that the budget next year will be very tight. CHW felt we should challenge for the best interests of the children.

6.4 Governors were made aware of the interim arrangements for PLT from September.

Agenda No 7	Priorities For Next Year	Action:
--------------------	---------------------------------	----------------

- 7.1** The question was asked, whether our new Headteacher would be starting with the same philosophy and how momentum would be sustained and built upon. It was felt that the new Headteacher would be coming at a good time with a strong platform in terms of results and other strengths within the school moving forward with new ideas.

7.2 CHW asked what priorities CW would have if he was staying within the school. He fed back that he would evaluate what is working/has worked well and see how that can be developed further. Likewise evaluate with the team what the priorities are and how these can be strategically addressed.

JC JOINED THE MEETING AT THIS POINT – 4.45PM

- 7.5** CW would like to wish Kate Sicolo every success at the school.

Agenda No 8	Safeguarding	Action:
--------------------	---------------------	----------------

- 8.1** JC had e-mailed the LGB a copy of her LGB visit form. JC discussed the transition arrangements in place for safeguarding when the new Headteacher starts in September. JC reviewed the Single Central Record. JC is to meet with Alice Rowse in September and observe an audit of SCR so this can be used on subsequent visits with the admin team and Headteacher. JC fed back that the whole of the school staff including newly appointed staff attended a Safeguarding Training Twilight provided by an Independent Trainer and Advisor.

SH LEFT THE MEETING AT THIS POINT – 4.55PM

- 8.2** JC observed processes in place for handover of safeguarding files and concerns to the new Headteacher. The school is to purchase CPMOS system next year following a trial in other PLT schools.

8.3 JC pointed out that there were several website links: namely the NSPCC which had a monthly newsletter which covers lots of topics. There is also on-line training available.

8.4 JC is to e-mail Governors links on Safeguarding.

Agenda No 9	Questions In Advance Through the Chair/Head	Action:
--------------------	--	----------------

9.1 **SEND POLICY** - A copy of the SEND Policy had been sent to Governors for ratification. CW asked Governors to read the policy, and send any comments to him by **Friday 14 July by e-mail**.

9.2 **CONFIDENTIAL ITEM**

9.3 **ILLNESS** – CW reported that there is one confirmed case of Scarlett Fever in the school with advice sought from HPA with guidance going out to parents.

9.4 **MEETING WITH NEW HEADTEACHER** – SH asked when the LGB would be meeting the new Headteacher. This would happen at the first LGB meeting in September.

Agenda No 10	Date of Next Meeting	Action:
---------------------	-----------------------------	----------------

10.1 The date for the next meeting is to be arranged with the new Headteacher.

There being no further business the meeting closed at 5.40pm

ACTIONS

- 1. CHW TO ACTION THE COMPLETION OF THESE FORMS
AT THE NEXT LGB MEETING:**

SKILLS AUDIT FORMS TO BE FILLED IN BY THE LGB

AND

**DECLARATION/CONFLICT OF INTERESTS FORMS TO BE
FILLED IN BY THE LGB**
- 2. JC TO E-MAIL THE LGB WEB LINKS FOR SAFEGUARDING**