

Fowey Primary School

Windmill, Fowey, Cornwall, PL23 1HH

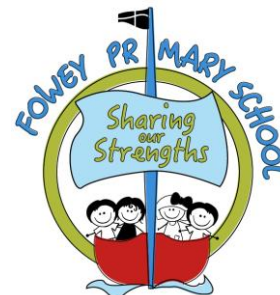
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Minutes of a Meeting of the Local Governing Committee of Fowey Primary School held in the staff room of the School on 8th June 2018 at 3:45pm.

Present:

Chris Williams (Chair), Kay Peacey (Vice Chair), Kate Sicolo (Headteacher), Maria Barnes and Natalie Peperell

Absent:

Chris Price, Lucy Elliott and Kay Taylor

In Attendance: Julie Jones (EYFS teacher) for part of the meeting, Sue Blaxley (Clerk to the Governors)

1. Welcome

The Chair welcomed everyone to the meeting, including Julie Jones the EYFS teacher and the new Clerk to the governors, Sue Blaxley.

2. Procedure for evacuating the building

The Headteacher said she would clarify the procedure for evacuation of the staff room at the next meeting.

3. Declaration of Business or Pecuniary Interest – verbal

There were no additional business or pecuniary interests to declare. The Chair said that he was no longer a member of Fowey Hall.

4. Apologies for Absence

Apologies were received and accepted from Chris Price, Lucy Elliott and Kay Taylor.

5. Matters Arising

The Headteacher explained that she had received contradictory opinions regarding the roof repairs. She outlined the details and these form the subject of a confidential minute. The Headteacher said that a new green button will be installed on the door to the inner hall which will make exit less easy. She also explained that CPMOS has been purchased and that training for all teachers and staff will take place in June.



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6. **EYFS – to receive and consider a report from Julie Jones as to how the school is developing EYFS after the challenge day feedback**

Julie Jones explained that in the EYFS, the principal aim is to ensure that all children feel settled and secure and that the classroom environment concurs with this aim. She explained that the baseline data identifies 4 boys and 2 girls who are below their age in terms of their personal and social behaviour. She said that these children, in particular, need physical stimulus and that should be provided both outdoors and indoors. She explained that some of the School Support Premium money has been used to purchase a large pirate ship and a climbing frame which can be used by the entire class. She said this has helped to develop the language skills and the confidence of those children who have been identified as being below their age in terms of personal and social behaviour. Julie Jones also explained that open ended resources have also been purchased, such as sand and water trolleys, which allow the children to have independent access to them in order to make them independent learners as they progress into Year 1. Julie Jones said that she had provided areas with learning cards to enable the children to try to engage in different areas of the curriculum. She said that the indoor environment has also been modified to provide some physical stimulus through the provision of items such as balance beams and a slope surface. She said that wooden tables have also been purchased which have resources underneath them. She explained that this allows the children to have ownership and to foster independent learning. She said there is also a section in the classroom for messy play. Julie Jones said that the next step is to consult with parents, governors and the wider community to gain ideas as to what they consider would be useful resources and developments for the EYFS children. She said that she will also be reporting on the year end data to highlight how the resources which have been purchased have been beneficial. **A governor challenged Julie Jones to explain if there has been a quantifiable benefit for all children from the resources purchased.** She said that the engagement levels of those children who were identified as being below their age in terms of their personal and social behaviour has increased, especially with their peers and also, the other children in the class have benefited as they have been supportive to these children. She said that she acknowledges that it is a big step from EYFS into Year 1 and it is essential to ensure that the children still have access to this physical stimuli provision when they are in Year 1. A governor commented that he had recently undertaken a learning walk and was very encouraged by the amazing atmosphere in the classroom and he saw the children displaying many skills. The Headteacher said that the resources also enable new or temporary staff who may be stepping into this classroom setting for the first time to be able to retain the continuity of practice.

A governor challenged the Headteacher to explain if the visit to Humberstone had been beneficial. She said that it was a fantastic, worthwhile visit and the staff saw a school where the children were engaged in everything they were doing.

7. Headteacher's Report

Questions were invited on the Headteacher's report which had been circulated prior to the meeting. **A governor challenged the Headteacher to explain if she had any examples of actions that will be implemented following the visit to Humberstone.** The Headteacher explained that all teaching staff visited Humberstone on an inset day and that the school will be implementing a massive amount of actions from the day. She said that it was very beneficial for all the teachers to be out of school together. She said that Humberstone shows that it is possible for a school to be a fun environment and academically successful at the same time. She explained that their philosophy is that they are an outstanding school and what they do in school has to be right for the children and that everything else will follow. She said that it was interesting to see their teaching methods which are very effective but often quite simple and not too costly. She said that the school will be implementing the idea of Novel Study which means that English will be taught through the study of a novel for 6 weeks and all writing tasks will be linked to that book. In addition, immersive areas within the classroom will relate to that novel. She said this provides a commitment to childrens' imagination and children learn better when they are actively engaged. She said this is what this course of study will provide. **A governor challenged the Headteacher to explain if this will extend to Maths teaching.** She said that it will not as Maths will always sit on its own as will skills teaching. The Headteacher explained that another action that will be implemented following the visit to Humberstone is that middle leaders will audit the school environment to identify how classrooms should look. She explained that, in Humberstone, there are shared immersive areas within the school. She said that it is planned to have one shared immersive area per year, on a year on year basis, so these areas will gradually increase in number. She said that it may be possible to use part of the library for this purpose. She said that it is important to identify other possible areas for immersive environments within the school as it is not possible to use the hall for everything. The Headteacher said she was interested in Humberstone's expectations about the level of writing of the children. She explained that, in the first week of studying a novel, the children do not undertake any writing but spend their time looking at the themes and mood of the book. She said that this results in the children being engaged in the book and confident that they have something to write about the book when the writing lessons begin. The Headteacher said that Humberstone had openly displayed the lesson plans produced by teachers and that their methods will be scrutinised and some of them taken on board by teachers at this school. She said that Humberstone also have a high level of expectation about the texts that are used in learning and that these are high quality ones and different to those which are commonly read at home. **A governor challenged the Headteacher to explain if any connections had been made with their teaching staff and the staff at this school.** The Headteacher said that this had not occurred as the teachers were teaching their classes in the afternoon but it is planned that some of their teaching staff may visit this school to undertake monitoring visits.

A governor challenged the Headteacher to explain that if the provisional SATS results are as expected, how will the school judge the success and learning from this year. The Headteacher explained that there had recently been a moderation visit for Year 1 and the result of that visit was a positive outcome. She said that the Inspectors wanted to move the thresholds higher for the children but in the end, they all stayed the same apart from one child. She said the Year 2 data is looking very good and certainly much better than last year except for two "boxes" which are the same as last year. She explained that the Foundation Stage inspection upheld all the judgements. She said the next focus is on Maths intervention and pupil premium students at GLD, letter formation and handwriting slippage in Year 3 and also to look at improving the links between Years 5 and 6. Overall, she said that Years 2 and 6's SATS results are expected to be above the national average in all areas and that reading levels are meeting expectations. **A governor challenged the Headteacher to quantify progress in writing.** She said that it was too early to tell until next week when the writing assessment is undertaken and in October, the data will be published. The Headteacher also explained that today, there had been an unexpected visit from Testing Standards who checked the security of the storage of the test papers and also how the school tests for phonics. She said that the school met all the requirements.



A governor challenged the Headteacher to provide an update on the site manager's appointment and how this role differs from the previous role. The Headteacher explained that a new site manager has been appointed and he will work from 10am until 6pm 3 days a week in a caretaking and health and safety role. She said that cleaning is being outsourced from 1st August 2018 at no additional cost to the school. She said the new contractor can purchase the existing cleaning materials from the school and the existing cleaners will be retained.

A governor challenged the Headteacher for an update on the new curriculum. The Headteacher said that the curriculum meetings had been very poorly attended with only 7 families attending in total. She said that there will be a big focus on this at parents' evening.

A governor challenged the Headteacher to update governors on the development of middle leaders and how their roles might develop next year. The Headteacher said that this will be undertaken at the next meeting of the LGC. **A governor challenged the Headteacher to provide an update on the attendance figures.** She said she was unable to do this as she cannot access SIMS due to an IT failure.

8. Risk Register – to receive and consider the Risk Register

Questions were invited on the risk register which had been circulated prior to the meeting. A governor challenged the Headteacher to explain if all the risks identified remained as such. She said that they did apart from the appointment of a site manager which has now been addressed and is therefore no longer a risk. **A governor challenged the Headteacher to explain the outcome of the meeting with Peninsula Learning Trust regarding financial matters.** The Headteacher outlined the outcome of the meeting and this forms the subject of a confidential minute. Some discussion also took place about parental views and the number of children on roll for September and this forms the subject of a confidential minute. **A governor challenged the Headteacher to explain the numbers coming to the school in September 2018.** She said there are 20 in the cohort which is a small number but this is due to a small number coming from the pre-school and she does not consider that this number represents any underlying issues. It was acknowledged that the risk identified in terms of communicating to parents about changes within the school is about keeping parents informed. In terms of the risk identified regarding IT, the Headteacher said that it is due to its age and functionality.

9. Policies – to receive and consider the following policy: Lone Working Policy

Questions were invited. There were no questions but the Headteacher explained that Peninsula Learning Trust will be producing standard policies which will have to be adopted from September 2018. She said that the school can produce additional policies if it wants to.



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10. New Curriculum – to receive comments on the new curriculum (circulated 8th May 2018)

A governor commented that it was sad that there has not a better parental turnout to the new curriculum information presentations. **A governor challenged the Headteacher to explain whether, as this is the first time staff have produced a curriculum, if this is a risk.** The Headteacher said that teachers undertake a lot of planning as part of their role. She explained that the new curriculum is within the national curriculum framework and that much of the content has been taught before. She said that, where expertise is lacking within school, external expertise is being sought. She explained that planning for next term has been peer reviewed and re drafting is in place. She said there is a defined process that is replicable and rolling.

A governor challenged the Headteacher to account for the shortage of parent volunteers. She said that the school has 16/17 parent volunteers but more will be needed next year to implement the new curriculum. **A governor challenged the Headteacher to explain what strategies are in place to address this.** She said that a letter will be sent home on 16th June 2018 identifying the areas that teachers will need parental help with from September 2018 and a list of equipment that could usefully be provided by parents or governors. She said that governors will need to be proactive in getting parents on board in this respect. A governor commented that it may be a good idea to inform parents well in advance that a particular event may be cancelled if insufficient volunteers do not come forward. A governor suggested that a video could be compiled by some of the existing parent volunteers explaining why they love volunteering at the school together with a click link for an information pack. The Headteacher said that she plans to engage parents in volunteering for the school at parents' evenings and transition evenings. She said that volunteers from the wider community are also needed. She commented that the school does not really struggle for volunteers if it is an event that parents consider to be fun. A governor commented that having to be DBS checked may present a barrier for some parents who want to volunteer. A governor asked if the immersive environment "set up" days in September will require DBS checked volunteers. The Headteacher said that it will not as there will be no children in school. **A governor challenged the Headteacher to explain the cost to parents of the new curriculum.** She said that she had no idea at the present time but the school would be paying any costs for pupil premium students. She said the main costs would be in terms of transport as the new curriculum will involve more trips out of school. She said that she is currently considering the lease of a mini bus. A governor commented that parents could also be sent information on the new curriculum via a click link in order to overcome any paper barriers. The Headteacher commented that many parents like to have paper copies of information.

A governor challenged the Headteacher to explain whether the new curriculum will involve a lot of additional work for staff. The Headteacher said that it would in the first two years but that she is allocating staff meeting times and the inset days in September to this work. She said that she is mindful that other pressures will need to be taken away from staff and that it may be a good idea to re-focus governors' roles.

11. Capital Funding Bids – to receive and consider an update as to the current position

The Headteacher explained that she had submitted bids for £89,000 for IT, £10,500 for new lighting and the capital bid for a new roof. She said that the decision on these bids has been deferred until 21st June 2018.

12. Inspection Interval Updates – to consider the updates on the new OFSTED inspection intervals

The Headteacher said that OFSTED's inspection intervals have now changed so that a good or outstanding school will not be inspected for between 4 and 6 years.



13. SEND – to receive and consider a report on SEND

The SEND report was circulated at the meeting. It was noted that this report gives an overview of SEND within the school. The Headteacher said there is no nominated LAC governor. It was noted that there is not a Looked After Children Policy. The Headteacher said this will be produced by Peninsula Learning Trust in September as one of their standard policies. In terms of the SEND School Profile, it was noted that some children are not on the list that should be as their parents do not want them included on the list but they are still getting the provision. A governor asked how many LAC and adopted from care children are in school. The Headteacher said there are 2 and 4 respectively. A governor asked what the positive and negative figures relate to in terms of attainment and progress for SEND/non SEND children. The Headteacher explained that a negative figure means that SEND children are doing less well than non –SEND children. The Headteacher said that there are no general trends across the school in respect of attainment and progress of SEND and non-SEND children but the key is to look at trends in the year groups. It was acknowledged that the nature of the need of the children will affect the data. It was agreed that an anonymized case study will be presented to the next meeting of the LGC. The Headteacher said there is a large deficit in terms of the money allocated by Cornwall Council to SEND children and the money actually spent in school meeting their needs. She said this is a significant risk but commented that the school is an inclusive one and does not try to discourage SEND students from attending. She said that £111,063 has been spent on SEND children this year which is mainly on SEN support, a SEND coordinator and an SLA Educational Psychologist. She said that non-SEND children also benefit from having SEND children in school. Some discussion took place about the number of SEND children in next year's cohort and this forms the subject of a confidential minute. **A governor challenged the Headteacher to explain where additional money for SEND children can be obtained.** She said that, since academisation, the funding formula states that schools have to allocate the first £6,000 of funding for a SEND child from its own budget after which top up funding is granted for each child based on individual need. She said that she was not aware of any other avenues of funding for SEND children. A governor commented that this is an area where the school is very good and that more money should be requested because of this strength. The Headteacher said the funding formula does not work in that way. She said that Cornwall Council agrees that some children should not be in a mainstream school but parental choice is paramount.

14. Confirm Date and Time of Next Meetings

The date of the next LGC will be on Friday 13th July 2018 in the staff room at Fowey Primary School commencing at 5pm.

The meeting finished at 5:30pm.