



<p><b>Mullion Primary School</b></p> <p><b>Local Governing Board meeting</b></p>
<p><b>Wednesday 12<sup>th</sup> July 2023 from 4.30pm</b></p>
<p><b>at School</b></p>

	<p><b>1. <u>ATTENDING :</u></b></p> <p>Rob Chirgwin (Head teacher elect) (RC)  Paul Cook (PC)  Richard Morgans (RM)  Rebecca Pascoe (Chair) (RP)  Rachel Thomas (RT)  Jane Whaley (Vice Chair) (JW)</p> <p>In Attendance – Pat Nicholas (Clerk) (PN)  Michael Cook, prospective governor (MC)  Bethan Hayhurst, Acting HT (BH)</p>	
	<p><b><u>APOLOGIES :</u></b> None.</p> <p>ABSENT: Sam Hill and Kerensa Jones.  John Eddy has resigned from the LGB.</p>	
		<b><u>ACTION</u></b>
<b>2.</b>	<b><u>WELCOME AND DECLARATIONS OF PECUNIARY INTERESTS</u></b>	
	Staff governors declared an interest as members of staff. No new interests were declared. New governors were welcomed, and introductions were made.	
<b>3.</b>	<b><u>MINUTES FROM THE 23.1.23 MEETING AND MATTERS ARISING</u></b>	
	Not actioned at this meeting.	
<b>4.</b>	<b><u>HEADTEACHER’S REPORT</u></b>	
	<p>The head’s report, class structure and behaviour &amp; relationships policy were circulated at the meeting. The key points discussed were;</p> <ul style="list-style-type: none"> <li>• The report provided a snapshot of where the school is now, more a light touch report. For the future, governors can expect more detail and have the report at least a week in advance.</li> <li>• The quality of education/curriculum is the most important. The meeting heard that there is excellent support through the trust and other schools within TPAT.</li> <li>• New members of staff have been appointed to support SEND needs in school.</li> </ul>	

Q: How do senior leaders decide on the levels of staff for SEND?

A: The number of SEND pupils is at national average, but the challenge is in recruiting the right people with the skills to meet the needs of the pupils. RC plans to identify any potential needs as early as possible in the reception year.

Q: Will the KS1 results need monitoring, and does RC feel that covid has had an impact on Y2?

A: Yes, and we are only beginning to see the impact now.

Q: Were Y2's phonics scores lower than the current Y1?

A: Their results were around the same.

- The SDP will be written by RC over the summer break, ready to submit to TPAT early in September.
- Y6 SATs results are in line with national averages; however, the reading results were disappointing. Staff will check some of the marks which were very close to a pass. Governors were asked to note that AR was the subject lead for writing and reading, and her absence has had an impact.
- The 93% attendance figure is below the benchmark of 96%. Authorised absence is usually medical or illness. Senior leaders must work out the reason for the absences and develop a strategy going forward. Persistent absence (PA) is 20% nationally. A Trust wide policy is planned; governors heard of the importance of children attending school regularly.

Q: Is there a policy for staff absence?

A: There is a Trust policy but no school level policy. This is a difficult issue, particularly for Mullion, and it is important to create a culture where staff health and wellbeing is supported. Any staff absence has an impact on teaching and learning.

- SEN needs are only funded through EHCPs, otherwise schools need to find the budget to support these needs. This includes mental health support.

Q: Is mental health for children an issue in Cornwall?

A: Yes. This falls upon the school to support initially, and governors heard that the threshold is very high for CAMHS (Child & Adolescent Mental Health Services) support. 'Thrive' is being considered for Mullion. Thrive is a programme designed to help children and young people become more emotionally resilient and better placed to engage with life and learning. RC is a Thrive practitioner and plans to update his registration.

Q: How long is the Thrive training?

A: The training takes 9 months to complete but is very rewarding and provides the tools to build relationships with children and families.

Q: Is the number of suspensions reported high?

A: Suspensions are driven by the behaviour policy, and the aim is always for zero suspensions. Usually, these are imposed in response to an immediate danger of harm to others or the child themselves.

Q: What is a safety plan?

A: This is a risk assessment to ensure that children can return to school safely following a suspension, by pre-empting behaviours and helping to regulate them.

- Pupil premium funding was discussed. The strategy plan needs to be published on the website to show how the money had been used to support the needs of eligible children. The school aims to encourage all parents to apply for free school meals, to ensure maximum funding. Service children funding is used to support children through (mostly) deployment, but schools can use it imaginatively depending on the need of individuals.
- The sport premium report needs to be completed by 31<sup>st</sup> July.

	<ul style="list-style-type: none"> <li>• Health &amp; Safety – there are lots of compliance issues to address, with John Eddy taking the lead on these e.g., fencing and tree works. The KS1 playground has been resurfaced using Trust emergency funds. There are plans to improve the school façade as soon as funding allows.</li> </ul> <p><b>Behaviour policy review</b></p> <ul style="list-style-type: none"> <li>• RC stressed the importance of clear boundaries, with the policy all about the positives, and a consistent approach.</li> <li>• The SLT has worked with Tina Leake, the Trust behaviour lead, on its development.</li> <li>• To be effective the school staff need to be invested in the new policy. The policy will be conveyed to the children through an assembly on the first day of school, explaining the clear expectations of behaviour. The 3 rules were explained to governors.</li> </ul> <p>Q: Will this policy be shared with parents? A: Yes, communication with parents is very important to success.</p> <p>Q: How will school prepare the staff? A: This is a straightforward policy that needs to be visible in the classroom. Headstart Kernow provide good opportunities for training, and experienced staff can help by modelling the behaviour expected.</p> <p>Q: Are we in the ‘green’ overall? A: Behaviour and relationships are an issue which has been highlighted by Ofsted. Staffing issues have prevented a ‘top down’ approach.</p> <p><b>Class structure</b></p> <ul style="list-style-type: none"> <li>• The school is losing 32 pupils from Y6 and gaining 9 pupils in YR in September 2023. This will have an impact on the budget going forward. This has prompted a move to five classes from September.</li> <li>• The PAN of 25 is the biggest issue for the school, along with how to manage the curriculum for specific year groups. RC explained the rationale for the class structure presented to governors. The budget setting took account of the staffing for this structure. Parents have been made aware.</li> </ul> <p>Q: Will there be training on the use of iPads in the classroom? A: RC has used the system previously; this is a whole trust initiative so the cross collaboration will benefit staff. Governors were reassured that this is essentially a tool for learning.</p> <p>Q: What pupil numbers can the school expect going forward? A: Low numbers are expected, and the school will not return to one form entry next year.</p> <p>Q: When can we expect Ofsted? A: The window for inspection could be up to January 2025; RC explained that the longer the wait, the better.</p> <p>RP thanked RC for his report.</p>	
5.	<p><b><u>SAFEGUARDING</u></b></p>	
	<ul style="list-style-type: none"> <li>• Mullion will be moving from MyConcern to CPOMS (Child Protection Online Management System), This is a trust wide resource to ensure secure recording and tracking of safeguarding concerns. There will be training on the first INSET day of the new term. JW will join the training.</li> </ul> <p>Q: What is time frame for the MyConcern report? A: This academic year.</p> <p>Q: What is this compared to?</p>	

	<p>A: The previous year, but it is hard to compare due to the way concerns are reported.</p> <ul style="list-style-type: none"> <li>• Becky Higgins has been DDSL this term. RC will be DSL next year and BH DDSL.</li> <li>• S157 – there are a list of actions and Jo Harvey, TPAT safeguarding lead, will work with RC to ensure all procedures are in place and training is carried out.</li> </ul> <p>Q: Will the safeguarding training include FGM?  A: Yes, as well as the <i>Keeping Children Safe in Education</i> (KCSIE) 2023 changes and safeguarding policy, and Helen Trelease will attend. Govs are invited to attend. DM and RC will attend SCR (Single Central Record) training.</p>	
<b>6.</b>	<b><u>GOVERNOR MONITORING VISITS</u></b>	
	<ul style="list-style-type: none"> <li>• Monitoring dates for the year</li> </ul> <p>Not actioned at this meeting.</p>	
<b>7.</b>	<b><u>GOVERNOR TRAINING</u></b>	
	Covered under item 4, head teacher’s report.	
<b>8.</b>	<b><u>TRUST UPDATES</u></b>	
	Covered under item 4, head teacher’s report.	
<b>9.</b>	<b><u>IMPACT AND EFFECTIVENESS OF LOCAL GOVERNING BODY SINCE LAST MEETING</u></b>	
	<ul style="list-style-type: none"> <li>• Ensuring effectiveness through ongoing governor recruitment.</li> <li>• Monitoring staff wellbeing by keeping in touch with the acting head teacher.</li> <li>• Improving skills and knowledge by attending relevant training.</li> </ul>	
<b>10.</b>	<b><u>DATES OF FUTURE MEETINGS</u></b>	
	<p>Not actioned at this meeting.</p> <p>The meeting concluded at 7pm.</p>	

<b><u>SUMMARY OF ACTIONS</u></b>		
<b>Action</b>	<b>Responsible Person[s]</b>	<b>Date for Completion</b>

Chair’s Signature \_\_\_\_\_ Date \_\_\_\_\_