

<b>Mullion School</b>
<b>Local Governing Body meeting</b>
<b>Monday 7<sup>th</sup> March 2022 from 5.00pm</b>
<b>at School</b>

1.	<p><b><u>ATTENDING</u> : John Eddy (Chair)</b>  <b>Duncan Ratcliffe (Executive Head)</b>  <b>Alexi Read</b>  <b>Kate Wilson</b>  <b>Sam Hill</b>  <b>Kerensa Jones</b>  <b>Louise Jarrett</b></p> <p><b>In Attendance – J Law (Clerk)</b>  <b>Jane Whaley (Potential new Governor as observer)</b></p>	
	<p><b><u>APOLOGIES</u> : Rebecca Pascoe</b></p>	
		<b><u>ACTION</u></b>
2.	<p><b><u>WELCOME AND DECLARATIONS OF PECUNIARY INTERESTS</u></b></p>	
	<p>No declarations of pecuniary interest were offered. JW was welcomed as an observer.</p>	
3.	<p><b><u>MINUTES FROM 27.9.21 AND MATTERS ARISING</u></b></p>	
	<p>In summarising the action points from the last meeting it was noted that:</p> <p>No additional parent governors are needed at the moment due to the current level of support in the LGB.</p> <p>A simple parent survey is about to be distributed, having been designed by the mental health team.</p> <p>A full-time Teaching Assistant has moved across with the remaining children from Cury, who have joined earlier than expected.</p> <p>All KCSIE forms have been received except one which will follow without delay.</p> <p>Some governor monitoring has been undertaken, but not written up. It will be given to the school secretary to scan and store online to evidence the process.</p> <p>Access to Google Drive continues to be an issue for most of the Governors and will be followed up as a matter of urgency.</p> <p>An informal meeting was held to examine the school development plan. No notes were written to document this meeting.</p>	

	The only COVID measures now in place are “Hands, Face, Space” and a contingency plan exists in the event of an outbreak.	
4.	<b><u>FEEDBACK FROM THE TRUST BOARD</u></b>	
	<p>No link trustee is in place at the moment, following Kevin Thomas’s resignation. The interim CEO, Guy Chappell, who was in place to support Donna has also left the Trust. Tim Richards, the School Improvement Director, is at the helm with a small group of remaining Trustees.</p> <p>The current suggestion being mooted by the RSC is to employ a CEO for a fixed term contract who could run Southerly Point as an existing entity (without Crowan and Wendron which will be re-brokered following their OFSTED inspections). A decision on this may be forthcoming by mid April.</p>	
5.	<b><u>FEEDBACK FROM THE FORUM</u></b>	
	No forum in place at the moment	
6.	<b><u>NEWLY APPOINTED GOVERNORS/RESIGNATIONS</u></b>	
	A potential new community Governor has approached JE, who will be follow up on that. JW’s application is well underway and she is attending this meeting to begin to understand the role.	
7.	<b><u>HEADTEACHER’S REPORT</u></b>	
	<p>A brief summary of the current status quo was given. Children are engaged in their learning, which was verified by governor monitoring. Some discussions around the curriculum and how well embedded it is may still be required. Personal development of pupils has been limited over COVID and now needs to be reinvigorated (a meeting between LGB and school council would be beneficial) along with after school clubs.</p> <p><b><u>Q: Do you think the Trust leadership situation would impact an OFSTED inspection now?</u></b></p> <p>A: I would hope not, but it is difficult to say. The lack of focus by the Trust on school improvement has been worrying and it is possible that this may have had an adverse impact on learning.</p> <p>Since the last LGB meeting, AR has become assistant Head, with 2 days non-contact time a week, BH is Head of School with 2 days of non-contact time a week and DR is able to act as an executive Head, spending 2 days a week in Mullion. TAs are in place where needed and a SENCO has been appointed on a part-time basis. The remaining children from Cury have now joined fully, resulting i reception/1/2 being full. 28 children are in year 6 and will therefore leave, with about 16 coming into reception in September. The class structure for next year will be discussed and finalised in the near future.</p> <p>Some damage was sustained in Storm Eunice though everyone was safe. A new intruder alarm has been fitted along with new fencing at the side of school. More work is required but recent improvements to the site are of real benefit.</p> <p>Attendance is an issue, as it is elsewhere, and traffic light letters will be sent out next week to address this.</p> <p><b><u>Q: Do the attendance figures on your report cover the period of time from Sept to now? How much of this is caused by COVID?</u></b></p> <p>A: Yes they cover this academic year to date. It is hard to attribute exact causes as COVID absences now are categorised as I (ie general illness). Yr 6 have had quite a lot of COVID, but some of the absence is holiday related. The EWO is coming into school on Friday. JE has spoken to Environmental Health and the number of cases is</p>	

	<p>increasing across the county, so Mullion's figures do not appear to be bucking the tren.</p> <p>Absence has had an impact on quality of learning but it is hoped that standards will now improve. All year 1 pupils in reception are below expected levels in writing, but year 1 pupils in year 2 will all achieve expected levels in phonics, so good ground is being made now that children are largely back in school, where they learn better.</p> <p><b><u>Is this writing deficiency down to COVID?</u></b></p> <p>Yes, EYFS phonics skills and motor skills for writing are all below usual levels. This is a combination of many different factors developmentally, including social and emotional factors as well as parental ability to teach phonics or how to grip a pencil.</p> <p>Governor monitoring will pick up on some areas outlined in DR's report, including safeguarding and Governors are keen to meet pupils to explore how they feel in school.</p>	
<b>8.</b>	<b><u>SAFEGUARDING GOVERNOR'S REPORT</u></b>	
	<p>The SCR was examine resulting in an action point for JE. A safeguarding report will be written and added to the Drive.</p> <p>The absence of CCTV at the entrance was observed as an issue. From a safeguarding viewpoint it would be beneficial but comes at a significant. It is possible that the Parish Council could be approached to assist with funding, as there may be benefit to them too.</p>	
<b>9.</b>	<b><u>HEALTH AND SAFETY UPDATE</u></b>	
	<p>School was closed for the day as a result of Storm Eunice. A tree was damaged and has now been removed. The polytunnel was also damaged and plastic repairs will be funded by the PTA. Some assistance from HMAS Culdrose could be provided to make the repairs in terms of manpower. A visit will be made to audit health and safety before the end of term.</p>	
<b>10.</b>	<b><u>SELECTED TOPICS FROM STRUCTURED QUESTIONS</u></b>	
	<p>No questions on staffing or communication were needed. Staffing had already been covered in detail at 7 above.</p>	
<b>11.</b>	<b><u>FEEDBACK ON GOVERNOR MONITORING VISITS</u></b>	
	<p>Governor monitoring has been undertaken as follows:</p> <p>English - LJ</p> <p>Safeguarding/SCR - SH</p> <p>School walk/new Gov visit and entire school – JE/RP/LJ</p> <p>These visits will be documented and added to the Drive. It was agreed that a real sense of purpose was felt in visiting school and that the children were engaged with learning, as well as proud of their displays and learning environment. Governors were encouraged to book further monitoring visits before Easter.</p> <p>An informal meeting will be arranged to which subject leads will be invited.</p>	<b>All Govs</b>
<b>12.</b>	<b><u>FOCUS ITEMS AND UPDATES</u></b>	
	<p>None at this time.</p>	

<b>13.</b>	<b><u>IMPACT AND EFFECTIVENESS OF LOCAL GOVERNING BODY SINCE LAST MEETING</u></b>	
	A new Governor is close to being appointed and a second new addition is possible. Governor monitoring has taken place and there is a strong sense that the LGB has reconnected with teaching and learning in a personal way. These visits now need to be documented to evidence the positive steps made.	
<b>14.</b>	<b><u>URGENT MATTERS FOR DISCUSSION</u></b>	
	DR was expecting to step aside from Mullion before Christmas, his successor having been announced to parents. He remains uncertain as to his future and hopes to have an answer soon, not least because of his commitment to his other school, who were expecting him back full-time in January. BH and AR are doing good jobs in their roles of leadership and such development of staff within school is positive to se.	
<b>15.</b>	<b><u>MATTERS TO BE RAISED WITH THE TRUST BOARD</u></b>	
	The question of whether CCTV can be installed at the front entrance to the school will be raised with the Trust Board.	
<b>16.</b>	<b><u>DATES OF FUTURE MEETINGS</u></b>	
	Monday 13 <sup>th</sup> June at 5.00pm for a formal LGB meeting Monday 9 <sup>th</sup> May and 11 <sup>th</sup> July as informal meetings at 5.00pm	

<b><u>SUMMARY OF ACTIONS</u></b>		
<b>Action</b>	<b>Responsible Person[s]</b>	<b>Date for Completion</b>
<b>1. Parent survey results to feed back</b>	<b>Head</b>	<b>13.6.22</b>
<b>2. Final KCSIE form to collect and add to summary sheet</b>	<b>JL</b>	<b>8.3.22</b>
<b>3. Governor monitoring to evidence and add to Google Drive</b>	<b>All Govs</b>	<b>ASAP</b>
<b>4. Google Drive access issues to be resolved</b>	<b>All Govs</b>	<b>ASAP</b>
<b>5. Safeguarding report to be written and added to Drive</b>	<b>SH</b>	<b>ASAP</b>
<b>6. LGB to approach Parish Council about funding CCTV</b>	<b>KW</b>	<b>End of term</b>
<b>7. Health and Safety audit to be carried out</b>	<b>JE</b>	<b>End of term</b>
<b>8. Trust Board to be approached about the CCTV funding</b>	<b>JL</b>	<b>ASAP</b>

Chair's Signature \_\_\_\_\_ Date \_\_\_\_\_