

Federation of North Petherwin and Werrington Community Schools



An Daras Trust

Igniting Curiosity Growing Capabilities

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Chair of Governors – W Willis
Head Teacher – J Phillpotts

12/3/24

MINUTES

Spring Term Meeting 2024

Local Governing Board: North Petherwin & Werrington Schools

Monday 11^h March 2024 / 5pm at Werrington School

1. Welcome and Apologies

Present: Bill Willis (Chair), Jonny Phillpotts (HT), Phil Marriott, Mary Hairs, Jo Keenan, Jodie Trevorah, Charlotte Prout.

Apologies: Sue Willis

In Attendance: Ann Cullum (Local Governance Officer), Jan Buckthought (Assistant Head, Werrington School).

2. Declarations of Interest relevant to this agenda

None declared.

3. Governors

SW will be standing down after the next LGB meeting. **SW will hand over to JK at a mutually convenient meeting to be arranged shortly.**

4. Confirm Minutes of LGB Autumn Meeting (4th December 2023) and Matters Arising

The decision was made to accept the minutes as a true and accurate record of the last meeting and the Chair signed a copy.

- **Vision & Values - JP to finalise the Lived Experience - carried forward** – to be discussed in item 9
- **Review 5-year plan for any amendments required - carried forward** – to be discussed in item 9
- **JP and BW to discuss how best to market the school (including looking for a potential parent with website/marketing experience)** – this is ongoing – **carry forward**
- **BW and JP to discuss viability of Nursery opening 5 days a week** – to be discussed in item 10
- **Monitoring Visits and Working Group** – to be discussed in item 12
- **Governor Training** – to be discussed in item 12.

5. Confidential Matters

BW shared confidential Trust matters which are recorded in Confidential Minutes.

6. Head Teacher's Report

The Head's Report has been shared with all governors. Key points were raised. JT has arranged a residential in July for year 5 & 6 near Falmouth. This is an adventure centre with all activities based in the same place. JB has passed the NPQH. JB's morale support with Princetown's Ofsted inspection was praised. **Is it a concern that the numbers on role have dropped?** Yes, but we are looking at 14 new pupils at North Petherwin in September and 10 at Werrington, and as only eight from each school will

be moving on to secondary school our numbers will be increasing. **How have the figures for the quality of learning and progress for disadvantaged pupils been established?** These are predicted figures due to year 6 being in year 2 during covid and the DfE aren't looking at progress for this year nor last year. New progress data will be available for the next meeting, after the next two data drops. **Werrington is on track for disadvantaged at 14% - this seems low.** Yes, it is, but the figures are correct. Attendance for these children is low. SEND children will be included with the disadvantaged figures in the next report. **Does the school need to do anything different if a child is on the Child Protection Register?** Yes, Social Services issue a plan which the school needs to adhere to. Additional safeguarding measures are also put in place. **From a teaching and learning perspective, would there be any difference?** No, although Special Education Plans would be in place. **Is there a Trauma Informed Schools trained member of staff at North Petherwin?** No, but there are two at Werrington, who can visit North Petherwin if necessary. There is also a Mental Health Worker assigned to Werrington. This should be the same with North Petherwin and this is being investigated. **Can more staff be TIS trained?** It is intense training over 11 days, which is hard work for the staff and difficult for the school to cover the staff absences. JP explained that SMSC stands for the Spiritual, Morale, Social and Cultural development of pupils. **How is the Rights Respecting Schools Status going?** Initially we didn't have a member of staff to lead it, but we do now. We were Gold accredited before covid but we will have to see what material we have that can still be of use. Also, other schools in the Trust have recently attained the Silver award, so we can look at what they have done to save extra work. **Are you accessing additional tutoring for year 6?** Yes, this is based on Pupil Premium. We have employed a couple of very experienced teachers who will be coming into both schools until the money runs out, which should last until this year's SATs. This is directed at year 6. JP has been teaching Comprehension to year 6 pupils. North Petherwin's year 6 cohort is relatively strong. **Is attendance a concern?** Attendance is at national average although persistent absences are a particular concern at Werrington - JP/CP are looking at different ways to encourage parents to send their children to school. **Can the school make use of the recent DfE and NHS guidance on "Moments Matter, Attendance Counts" or other initiatives in promoting good attendance with parents?** This would be useful for some parents who are concerned about sending their child to school if they are only slightly ill. Absences for holidays are also a factor to consider. Parents of EAL children often want to return to their homeland with their children for an extended holiday.

7. Improvement Plan & Data Analysis

The AIP has been shared with all governors. Attainment and progress have been discussed in the Head's Report. JB showed a Sustainability PowerPoint presentation to the governors. Sustainability & Climate Change is embedding across the curriculum. JK will be representing the LGB at the forthcoming Trust training/meeting for governors. **Are the pupils engaging with Sustainability & Climate Change?** Definitely. The pupils have a voice and feel strongly about sustainability. The pupils helped to write the Action Plan and are part of an Eco Committee. Resources are linked to sustainability through all subjects and JT explained how this is taught throughout the curriculum. Some of the Sports Premium grant is being used to buy an Outdoor Classroom, which will mean the children can learn outside in all weathers. The ethos of sustainability is that it gives children hope for the future. JB and JT are part of the drive team for Thinking Matters. JP explained that Thinking Matters is the next step from Visible Learning and JB further explained Thinking Matters' methods of teaching to the governors. This is particularly useful for SEN children.

BW's Data Report has been shared with all governors. North Petherwin's data is generally good. Across the Trust the year 5 cohort are weak in Writing. Werrington KS2 is more of a concern. Two strong children have recently relocated so the loss of their good results have made the figures lower. There are a number of disadvantaged children in KS2 and Werrington is doing everything it can to help them achieve. The cohort is only eight so the results will not be published as only results in cohorts with over 10 pupils are published. **How can governors be assured of progress?** We have internal data and can show progress from the end of year 5 to the end of year 6. This will be presented to governors at the next meeting. There is no 'official data' due to these pupils being part of the COVID years. JP reminded governors that until the end of the year results are available, the data report is "predictive".

8. **Safeguarding**
JK will meet with SW before the end of this term for a handover visit – carry forward
9. **Review Vision & Ethos and 5-Year Plan Review**
In view of proposed changes expected in September BW suggested Vision & Ethos and the 5-year Plan were carried forward to the Autumn LGB meeting – carry forward to Autumn meeting
10. **Nursery School / EYFS Statutory Framework**
Questionnaires have been sent to parents and prospective parents regarding the viability of opening the North Petherwin Nursery School for 5 days a week. JP will collate this information and assess the viability for the next LGB meeting. **With the proposed government policy changes will free-school funding have a factor in this? This will be discussed at the next meeting after the changes due in April have been assessed.**
11. **Compliance**
Everything is compliant. There was a Fire Safety inspection and both schools were competent in their procedures.
12. **Governor Monitoring & Training**
BW requested that governors arrange their monitoring visits in the first half of the term. Staff will make every effort to facilitate this.

Monitoring Visits

- **Surveys, Parental Views & Engagement (Working Group) – carry forward**
- **SEND - BW to discuss with CEO if Tracey Laithwaite has the capacity to give North Petherwin & Werrington more time - carry forward**
- **SEND - MH to do a 'Learning Walk' with TL – carry forward**
- Improvement Plan Review (BW/JP) - completed
- **Online Safety (BW) – carry forward**
- Data (BW) – completed – report shared with governors – see item 7
- **P.E. (BW) – carry forward**
- Attendance Monitoring (CP) – completed – report shared with governors
- EYFS (PM) – completed – report shared with governors
- **Safeguarding (SW/JK) – discussed in item 8 – carry forward**

Monitoring for Next Term

- **Improvement Plan Review (JP)**
- **Next likely Improvement plan priorities (JP)**
- **PPG impact and provision for next year (PM)**
- **PE impact and provision for next year (BW)**
- **Curriculum (JP)**
- **Safeguarding (JK)**
- **Attendance (CP).**

BW shared feedback from an Ofsted training session run by Neil Swait which he attended. It is important to separate Attendance from Safeguarding.

A reminder that the Trust Sustainability Working Party is on 17th April, 9.30am at Central Office.

Governor Training

Cyber Security – PM 11/1/24, BW 5/12/23, SW 21/11/23, CP 4/1/24, MH 8/1/24
Safeguarding – CP 4/1/24

Prevent – CP 4/1/24

GDPR – CP 4/1/24.

GDPR training now needs to be renewed annually.

All governors confirmed that they have received and read the ADMAT Termly Safeguarding Update as part of their ongoing Safeguarding training.

Governor Training Overdue – to be completed as soon as possible

- **JK and CP to complete Local Governance training.**

Governors to Email copies of training certificates to AC so that records can be updated.

Chair's Meeting with CEO – to take place next week.

13. Policies for Review

No policies are due for review at this meeting.

The SEND Policy is due for review at the next LGB meeting.

14. Cornish Heritage Transport Fund Update

JK's update has been shared with all governors. JK also shared her report on local organisations/museums offering free cultural experiences. JT advised that she has arranged to take a school group to the Maritime Museum. JK encouraged the schools to arrange for representatives from these organisations to visit the school and talk to the children. JP thanked JK for a comprehensive report which will be invaluable for the children.

15. Survey Monkey

Both schools will be using FORMS for electronic surveys, instead of Survey Monkey.

16. Any Other Business

None.

17. Date of Next Meeting

The date of the next meeting is Monday 8th July 2024, 5pm at North Petherwin School.

The meeting closed at 7.15pm.

Ann Cullum

Local Governance Officer

Distribution List:

Bill Willis	– Co-opted Governor (Chair)	Will Hermon	– Executive Head/CEO
Sue Willis	– Co-opted Governor	Steve Tavener	– Chair, Trust Board
Phil Marriott	– Co-opted Governor	Jonny Phillpotts	– Head Teacher
Mary Hairs	– Parent Governor	Jan Buckthought	– Assistant Head (ex officio)
Jo Keenan	– Co-opted Governor		
Charlie Prout	– Parent Governor		
Jodie Trevorah	– Staff Governor		