



Members of An Daras Multi Academy Trust
North Petherwin: 01566 785886
Werrington: 01566 772943
E-Mail: governance@andaras.org

Chair of Governors – W Willis
Head Teacher – J Phillpotts

11/07/2022

MINUTES

Local Governing Board, North Petherwin & Werrington Schools Monday 11th July 2022, 5pm at Werrington School

1. Welcome and Apologies

Present: Bill Willis (Chair), Donna Billing (Vice), Sue Willis, Phil Marriott, Jonny Phillpotts, Nicola Hosking

In Attendance: Ann Cullum (Local Governance Officer), Jan Buckthought (Senior Teacher, Werrington School)

DB chaired the meeting as a development opportunity.

It was noted that since the last meeting DN has resigned.

NH resigned as she will be working in a different school. JP will conduct a process with all staff to identify a replacement to start next term, which will be formalised at the next Governor meeting in December.

2. Declarations of Interest Relevant to this Agenda

None relevant to this Agenda.

3. Confirm Minutes of LGB Spring Meeting (28th March 2022) and Matters Arising

- 5-year vision plan to be covered in a group meeting before the end of April (including reviewing school vision and ethos) (All) – *see item 8*
- Results of pupil voice and parental surveys to be discussed at next meeting (JP) – *see item 12*
- Monitoring – *see item 14 for monitoring actions*

The Minutes of the previous meeting were confirmed with one amendment and one addition: Item 6 – “JP mentioned that North Petherwin has more than the national average of SEND pupils” - this should read “that **Werrington** has more than the national average number of SEND pupils”. Also in Item 6 this should be added – “Action for JP to look into Personal Development (item 4 on the SEF) for both North Petherwin and Werrington to see if the amber section (grade 3) could be turned into green (grade 2).”

4. Confidential Matters

None.

5. Headteacher Report

The report is available for all to read. JP raised key points: -

He explained the monitoring that had occurred in both schools this term and that it had provided a good validation of teacher assessments. A governor asked what Fred Talk is - this is a phonics explanation using examples for pupils to understand unfamiliar sounds/words. A governor asked why year 3 was chosen for scrutiny and JP explained that this year group has been a focus for the school/Trust.

JP was asked if all the Government funding for School-Led Tutoring had been spent? JP stated that Werrington has some money left but North Petherwin has no money left.

JP provided some clarity for governors around what constitutes a reported case (1.5 Bullying) and provided some examples, although there had been no such cases at either school.

Werrington now have a school dog who is proving very therapeutic. **Do you have checks in place regarding allergies or children who aren't used to dogs?** JP and JB explained how the dog would be used and the process for consulting parents on any issues that need to be addressed regarding fear of animals, allergies, and other potential problems.

Could Ukrainian adults who have moved here assist with Ukrainian pupils in school? There are 2 Ukrainian children in school. Discussion took place regarding translator software. It was agreed that this was a good (and cheaper) alternative than employing a Ukrainian Teacher as it will also be useful for children of other nationalities. **Are these children assessed and how is this funded?** Yes, they will be and it's government funded. **Is it worth trying to recruit a Ukrainian assistant?** This is probably not viable as children learn languages very quickly. Host families and other children are a great help so the language difference may only be short term.

Are teachers confident that there is a good evidence base of reading records? A system has been introduced to monitor children who may not be reading at home. **Do the children enjoy accelerated Learning?** Yes, children's learning is picking up again after lockdowns with regular testing. **Is there sufficient choice of books?** Yes, there is a broad selection. The EYFS Teacher will look at reading across both schools with incentives to encourage parents to help with home reading, but it is difficult to force a child to read at home if they don't want to. In September this will be addressed by looking at "fun" learning in the home. JP is positive about reading and will be bringing in new ideas to further encourage reading.

Will the school week include the required collective worship? There will an assembly programme which will map out a weekly theme. A prayer is required every day in school. **Will this encompass any particular religion?** JP is going to suggest that the prayer will be taken from a prayer book which the children will have written. 51% of assemblies must have a Christian content.

6. Improvement Plan & Attainment/Progress

The report for years 2 & 3 covering the school's achievements this year has been made available to all governors. Year 6 have taken secure tests which give an accurate result. KS2 national average for Writing is 69%. KS2 data from North Petherwin is excellent and in line with national figures at around 70%. All subjects have been assessed. Werrington results are not as strong, due to a change of teacher and some behaviour/attendance issues. JP is expecting next year's Werrington results to be much better. Some children across both schools achieved 99%. **Is the national average lower than pre-Covid?** Yes, it has come down by about 6%.

How is year 6 progress? NH has worked with many of the intervention children and was very pleased with their results. Teacher assessment is 64% for Reading, with PP at 46% but PP children have achieved as well as the other children in places. Progress figures will be available in September. **Is there a disparity between boys and girls?** Not really, but boys do find writing more difficult. The online tables test was discussed. There doesn't appear to be a pass mark and some children are not yet confident with on-screen work. **Given the outcomes is anything being targeted for the future?** Yes, children will be assessed for interventions although it is difficult to find the right time to assess this. With hindsight it would have been useful to track this year group. **Could this be tracked in future?** Yes, it would be possible.

7. Curriculum

JP and JB have been working on the new curriculum. Both schools' year groups are now aligned so rolling topics can be used. JP and JB presented their report of the majority of subjects to the Trust Improvement Officer and CEO. Some development points have been raised. There is still a tremendous amount of work outstanding, but JP and JB are confident that it is going in the right direction. Rolling topics are on the websites and have been well received by parents.

There are 2 after-school sports clubs and also Song Fest. A dance club is being considered for September at North Petherwin.

8. Five Year Ambition Plan

This has been completed and submitted. The Autumn Working Group meeting will use this to look at the vision.

9. GDPR

The Cyber Security policy has been read by all. **Is there a need for a Cyber Security Lead?**

The Governance Officer is looking into this. GDPR and other Compliance issues are complied with.

10. Safeguarding / Health & Safety

SW's Report is available for all governors to read. No issues raised.

A short discussion took place about the new electronic "signing in" system which is generally working very well.

Are there contingencies for security of the site and children during the building work, e.g. delivery drivers? JP is under the impression that contractors will need to ensure there are no children in the playground and if there are, they will be removed before the delivery. **Will there be someone on site monitoring this?** Yes, there is a site manager. **Will delivery drivers have an induction?** JP has talked through the school's concerns and requirements with the site manager. **Will the site be secure?** Yes, the gates are always locked and only the site manager will have an additional key. JP is confident all the staff will be diligent regarding this, but deliveries will probably not take place during school hours.

Pupil Survey

SW shared her report from the Year 3 and Year 6 questionnaire. North Petherwin children generally felt safe and the majority knew what to do if ever they felt unsafe. The questionnaire also served to educate the children about safeguarding. Werrington children are feeling much safer since the fences were erected and also the band system is an additional safeguarding measure. SW will amend the questions before the next Pupil Survey.

11. SEND & SEND Local Offer

SENDSCO coordinates with JP and JB and will be undertaking monitoring visits from September. JP will send the report to governors via DB. The SEND offer has been completed and is on the website. This is being applied and JP receives external monitoring reports. It would be useful for NP&W to have their own SENDSCO and a member of staff is training for this. DB visited with JB in class and DB reported that any SEND children were not obvious as all children shared all resources.

12. Parental Survey and Pupil Voice

JP felt the Parental Survey was quite positive. In the main North Petherwin's parents were positive; Werrington's Parental Survey was largely positive with communication being the main negative, which JP will address. From September JP will send out monthly newsletters to parents again to

encourage parental engagement. **Can the timing of the survey be changed?** This is set by the Trust and BW will raise this with the CEO.

BW feels that the schools need to promote who the governors are in the schools, particularly so that pupils/parents are aware. Governor bios and photos are on the school website. A different coloured lanyard would identify visiting governors.

It was agreed that more Parent Governors are needed.

The Werrington Pupil Voice Survey was undertaken in school; North Petherwin children took the survey home. BW noted the difference in answers between Werrington and North Petherwin. DB commented that there were anomalies in the answers compared to the Pupil Survey in item 10. **Is it possible next time for both surveys to be undertaken in school?** JP would prefer this. Surveys need to be gathered in the same environment. BW will find out from the CEO what the Trust does regarding the results from these surveys.

13. Staff Matters

The Staff Survey was taken at both schools but not all questions were answered and some staff didn't complete the survey. The survey has been shared with the governors. JP confirmed that he completed the staff survey. **Is it worth the schools also undertaking their own survey as the Trust survey is generic?** Yes, this would be useful to the schools as they could include their own questions. BW will raise the staff survey with the CEO.

Trust training has been undertaken by teachers.

14. Governor Monitoring & Training

Monitoring Visits

- Data (BW). Complete, report submitted. Data for the current year has been looked at together with relevant data from last year. There is a dramatic difference of pupils below Programme of Study (PoS). **A comparison will be undertaken by BW and JP to examine those pupils' attainment at AP4 in 2021 and 2022.** Whilst there were a number of pupils still showing below PoS this year, it was a massive improvement on 2021. **Why is there such a difference?** Pupils' attainment during this difficult year has been excellent, despite the low starting point for many pupils.
- Safeguarding (SW). This has been covered in item 10.
- PPG impact and next PPG plan (PM). Funding is necessary, particularly to support the TAs given the large percentage of PP pupils at Werrington. **Is the gap widening?** In some areas this is, but generally it has decreased. JP will ensure the SEND and PP children are supported by TAs and that some of these children are included in interventions. PP children are all making good progress.
- PE impact and next PE plan. As DN resigned this was not completed. *Carry forward*
- SEND report is complete and has been submitted. This was covered in item 11

The governors agreed that Monitoring Reports should be completed in the first half of the term.

Governor Training and Induction

All Governors have completed Prevent training: PM (29/6), BW (14/6), DB (24/6) and SW (14/6).

Chair's meeting with CEO

- Collective worship has been discussed in item 5.
- Werrington building work has been delayed to July.
- Cyber Security policies and Confide have been implemented.

- There will be a Governor Training Evening on 12th September at Central Office. Any governors who would like anything included on the agenda to let BW know.

Staff governor role

NH was thanked for her support and **JP will look to have someone in place for the next meeting.**

Agree monitoring and working group for next term

JP will prepare a progress report for this academic year.

Monitoring Visits will take place as follows: -

Data – BW

PE - BW

SEND – DB

EYFS -PM

Safeguarding – SW

The Working Group will meet at North Petherwin to discuss School Vision and Ethos and review the 5 Year plan.

15. Any Other Business

JP has been approached by a lady in North Petherwin who would like to use the Nursery building to invite in parents with babies when the building is not in use. This has been discussed with the Trust when Insurance, DBS and other issues were raised. JP felt this might promote the school due to friendships forged through the baby group. The governors agreed this was a good idea in principle and that JP could progress with negotiations, although there are many issues to be discussed and implemented, including staff to run it. **Will there be a cost to the school?** The project should be self-funding.

JB suggested a short meeting to document governors' roles to ensure governors are aware of exactly what the role entails.

16. DONM

The date of next meeting is Monday 5th December 2022 at 5pm at North Petherwin school.

The meeting closed at 7.45pm.

Ann Cullum

Local Governance Officer

Distribution List:

W. Willis – Co-opted Governor (Chair)

D. Billing – Parent Governor (Vice)

S. Willis – Co-opted Governor

P. Marriott – Co-opted Governor

J. Phillpotts – Head Teacher

J. Buckthought – Acting Assistant Head/Senior Teacher, Werrington School

Will Hermon – Executive Head/CEO

Steve Tavener – Chair, Trust Board