



An Daras Trust

Igniting Curiosity Growing Capabilities

North Petherwin:
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Chair of Governors – W Willis
Head Teacher – J Phillpotts

18/7/24

MINUTES

Summer Term Meeting 2024

Local Governing Board: North Petherwin & Werrington Schools

Monday 15th July 2024 / 5pm at North Petherwin School

1. Welcome and Apologies / Trust Identity (PowerPoint Presentation)

Present: Bill Willis (Chair), Jonny Phillpotts, Mary Hairs, Sue Willis, Jodie Trevorah, Charlie Prout,

Apologies: Phil Marriott

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

JP explained the reasons behind the Trust Identity and showed the short PowerPoint Presentation. One of the key motives is that we ensure Lived Experience aligns with this. Capabilities features strongly in the Trust Identity and this is a thread throughout all the Trust schools. Schools are to maintain a local focus, at the same time aligning with the Trust Identity. Aligned Autonomy is important in our commitment to continuous improvement.

2. Declarations of Interest Relevant to this Agenda

None relevant to this meeting.

3. Governors

Jo Keenan resigned with effect from 25th June 2024. SW agreed to not resign at this meeting and to wait until Safeguarding is successfully handed over to another governor. BW agreed to take on Safeguarding, PM will take over Data and CP will take over EYFS.

4. Confirm Minutes of LGB Spring Meeting (11th March 2024) and Matters Arising

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

- **Monitoring Visits and Working Group – to be discussed in item 16**
- **Governor Training – to be discussed in item 16**
- **Nursery/EYFS – could the potential impact of proposed government policy changes regarding free-school funding have a factor in this?** We do need more staff if we are accepting more children into the school. 12 new children are expected in Reception, which is excellent.

5. Head's Report

The Head's Report has been shared with all governors. JP raised key points, especially regarding attendance which is also highlighted in an Exceptions Report. Generally, persistent absences are 30% across the year at Werrington, with 92% attendance. North Petherwin is 94%. (Attendance at both

schools is lower in the Summer term). Both of these are above national average. There was a severe sickness bug at Werrington which affected the attendance figures. Some persistent absent children will be leaving Werrington this year which should also help the figures improve. **Do letters and phone calls to parents help to bring back the persistent absences?** No, not really, but new guidelines for parents are expected, with fines for persistent absences, which should help improve the attendance figures. **Would a meeting with the EWO help?** JP had arranged a meeting with the EWO but the EWO didn't attend. **The governors requested that BW raise this with the CEO.** There is a significant difference in persistent absences between non-disadvantaged and disadvantaged pupils, which JP and JB will target next year.

The governors congratulated the school for attaining Bronze in Rights Respecting Schools. **Is Rights Respecting Schools a drain on resources?** No, not really; one of the staff at Werrington is leading it with a member of staff from North Petherwin assisting. **Is it a worthwhile initiative?** JP explained how the school curriculum aligns with Rights Respecting Schools.

Are you succeeding in dealing with any behavioural issues? Behaviour at both schools is good and staff have worked very hard in challenging any poor behaviour. Behaviour was reassuringly not raised as an issue in the Parental Surveys nor Pupils' Surveys. The children were very well behaved on the residential and field trips.

As Boyton will be part of the North Petherwin & Werrington Federation, future Head's Reports will also include Boyton. **Is the general staffing function staying the same?** There will be some staffing changes but this will be kept to a minimum to avoid disruption to the children. Staffing should be stable from September. A full-time 1:1 Teaching Assistant has been appointed who will work with more than one child at North Petherwin, which looks like being successful. Pupil Premium and SEN are higher than national average with SEN at around 30% and Pupil Premium at 44%. We only have Tracey Laithwaite (Trust SENDCo) for half a day a week at each school. **BW has an outstanding action to speak with the CEO about SENDCo time allocation.**

School numbers aren't yet back to where they were pre-covid but they are good. Additional children are joining in other classes, as well as Reception. Werrington has attracted more SEN children. **Will joining with Boyton bring in more pupils?** Not necessarily. Stay & Play at North Petherwin has helped the numbers.

The governors were happy with this and raised no further questions.

6. Improvement Plan & Data Analysis

The Improvement Plan and BW's Data Report have been shared with all governors. Data at North Petherwin and Werrington is good. EYFS is good, although slightly lower than expected. Phonics is excellent at 100%. Little Wandle has had a positive impact. JT and JB praised Hollie Downes, a TA, who has worked consistently with delivery of Phonics in EYFS. KS1 and KS2 SATs were very good. North Petherwin Year 5 has had a few challenges and needs some interventions. Helping children to improve their scores before going on to secondary school is the most important priority. KS1 has a cohort of 6 and JB is satisfied with the results. **Why is there a low attainment with Year 4 at Werrington?** There are many reasons, but mainly because these children didn't engage during covid. Children's mental health changed a lot after covid and teachers find they spend the beginning of lessons dealing with aspects other than teaching in order to settle the children. JP explained that a lot of extra input has gone into this group, with additional interventions for a few months. **Why didn't the interventions last longer?** Because there wasn't sufficient funding. In addition, the class had a teacher change halfway through the year and another teacher was absent for a while, so the TA was temporarily their only teacher. These disruptions didn't help the results. Some of the children were persistent absentees. JP showed the data report and explained the results, which were more positive when put into context. The majority of children made progress on their standardised scores. If we'd had another couple of months the class would have achieved 100%. The results are disappointing but the governors now

understand the reasons why and are confident that a plan is in place for next year. The results for North Petherwin were good.

The governors were satisfied with this and raised no further questions.

7. Curriculum

The children went to a 'Food for Thought Conference' (linked with children in Uganda). They have also spent time gardening and went to Penryn, where their perseverance, self-esteem and achievements were excellent. Wild Tribe, Football with Plymouth Argyle and Swimming are also offered. There are forthcoming school events, including a Festival with music bands. The curriculum is on the website.

8. Safeguarding

SW's Safeguarding Report has been shared with all governors. There are no major Safeguarding concerns. **All governors and staff were requested to complete the Online Safety plan.**

9. SEND and agree SEND Local Offer

MH completed the two Learning Walks and her reports have been shared with the governors. **Can North Petherwin prioritise recruiting another Trauma Informed Schools Teacher?** Yes, we do need to. The Werrington TIS Worker doesn't have the capacity to also visit North Petherwin. We can possibly afford one now as the training is online. Apparently this is an emotionally challenging course. North Petherwin has taken part in the Mental Health Support Team initiative.

The SEND Local Offer will be reviewed and approved, so that it is ready to go on the website in September.

10. P.E. Review and next Academic Year Plan

This has been reviewed for next year, bringing Boyton into the Plan. BW's P.E. Monitoring Report has been shared with all governors. There were no concerns.

11. North Petherwin and Werrington Pre-Schools

Numbers were discussed in the Head's Report. North Petherwin is expecting 12 (8 leaving) and Werrington is expecting 8 (9 leaving), so there will be an overall increase in numbers on roll.

12. Update on School Expansion

A Parent Governor from Boyton will be joining the North Petherwin & Werrington Board, who will be invited to the next LGB meeting. BW feels that the ethos of Boyton fits in very well with North Petherwin & Werrington's. BW suggested that the next Data Meeting should be with JT not JP. BW will ask the Boyton governor about her training and JP will ask her to contact BW.

13. Staff Matters

- Views of Staff (survey/feedback) – the staff survey was very good, with two excellent and supportive staff teams
- Monitor welfare & workload, work/life balance – staff wellbeing is good; all staff feel well looked after and are happy to work here
- Skills & Training – all staff training is up to date.

14. Pupil Voice and Parental Views & Engagement

How can the governors help the pupils and parents know who they are? We do need the parents to know who the governors are. **We can promote the governors in a newsletter, then follow this with governor news and introduce the new Boyton governor.** JP could publicly welcome the governors when they attend school events. JP gave dates to the governors of forthcoming events, to which all governors were invited.

Many children don't engage with home-learning. **How can we encourage children to take part in home-learning? Could this be made more interesting by putting most of it online?** Yes, we need to move with the times. **Is homework a parental responsibility?** Yes, but quite often parents are genuinely too busy. Reading should be a pleasurable activity and not thought of as homework. TX Rock Stars and Spelling Bee could be utilised more. We don't want to send a lot of paper home, so online work would be ideal. **Would a Homework Club be worthwhile? JB runs an After School Club that could incorporate this. JP and JB will look into all these possibilities.**

15. **Parental Views and Engagement**

Covered in item 14.

16. **Compliance**

This has been checked and everything is compliant.

17. **Governor Monitoring & Training**

Monitoring/Visits and Working Groups

- **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 - completed, report shared with governors
- P.E. (BW) - completed, report shared with governors
- Improvement Plan Review (JP) – covered in Head's Report (item 5)
- **Next likely Improvement Plan priorities (JP) – carry forward**
- PPG impact and provision for next year (PM) - completed, report shared with governors
- P.E. impact and provision for next year (BW) - completed, report shared with governors
- Curriculum (JP) – covered in item 7
- Safeguarding (SW) - completed, report shared with governors
- Attendance (CP) - completed, report shared with governors
- Data (BW) - completed, report shared with governors.

Monitoring and Working Groups for next term

- **Improvement Plan Priorities Confirmation (JP/BW)**
- **Curriculum (JP)**
- **EYFS (CP)**
- **Risk analysis to ascertain current top 3 risks (BW)**
- **Safeguarding (BW).**

BW will agree a Working Group date for September/October with the governors, to be held at Boyton.

Governor Training Completed

Local Governance – PM 17/4/24

Chair's Training – PM 13/5/24.

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

Governor Training Overdue – to be completed as soon as possible

CP to complete local governance training.

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

Chair's meeting with CEO – carry forward.

18. **Policies due for Renewal**

The SEND Policy is due for review by governors so that it can be published on the school website in September. JP will email this to governors.

The Safeguarding Policy is due for review at the next meeting (the policy will be in alignment with the Trust policy).

The Admissions Policy is due for governor agreement at the next meeting.

The ADMAT Attendance Policy is now published on the Trust website.

All governors confirmed that they have received the Meeting Schedule for next year.

19. Any Other Business

JT advised that her husband is now doing some odd jobs around the school.

JP thanked all the governors for all their help.

20. Date of Next Meeting

The date of the next meeting is provisionally Monday 2nd December 2024, 5pm at Werrington School (North Petherwin is on the Meeting Schedule). The March meeting will be at Boyton and the July meeting at North Petherwin.

The meeting closed at 7.20pm.

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 Phillipotts | – Head Teacher |
| Mary Hairs | – Parent Governor | Jan Buckthought | – Assistant Head (ex officio) |
| Charlie Prout | – Parent Governor | | |
| Jodie Trevorah | – Staff Governor | | |