

Boyton, North Petherwin & Werrington Primary Schools Hub

Chair of Governors: Bill Willis govbw@andaras.org

Executive Head Teacher: Jon Phillpotts



An Daras Trust

Igniting Curiosity Growing Capabilities

Boyton

Boyton, Launceston, PL15 9RJ

Tel: 01566 772484

Head of School: Kath Davies

North Petherwin

Brazzacott, Launceston, PL15 8NE

Tel: 01566 785886

Assistant Head of School: Jodie Trevorah

Werrington

Yeolmbridge, Werrington, PL15 8TN

Tel: 01566 772943

Assistant Head of School: Jan Buckthought

23/3/26

MINUTES

Spring Term Meeting 2026

Local Governing Board: Boyton, North Petherwin & Werrington Schools

Monday 16th March / 5pm at Boyton School

1. Welcome (including Trust Identity) and Apologies

Present: Bill Willis (Chair), Mary Hairs (Chair of meeting as part of CPD for taking over as Chair in September), Jonny Phillpotts (EHT), Phil Marriott, Jodie Trevorah, Shirley Si Ahmed.

Apologies: Sue Willis.

In Attendance: Kath Davies (HoS at Boyton), Jan Buckthought (Assistant Head at Werrington), Ann Cullum (Local Governance Officer).

The EHT opened the meeting by briefly recapping the Trust Identity and asking the question “Why do we exist?”. We exist to offer a good grounding for pupils, so that they have an understanding of their place in their school and also the wider world.

2. Declarations of Interest Relevant to this Agenda

All governors confirmed no change in their pecuniary interests and there were no declarations relevant to this meeting. -

3. Governor News

Toni Martin (previous Trust Governance Officer) has now left the Trust. Her replacement is Gemma Peacock.

4. Confirm Minutes of LGB Autumn Meeting (24th November 2025) and Matters Arising

The governors accepted the minutes as a true and accurate record of the last meeting and the Chair (MH) signed a copy.

- **JP was going to look into keeping the register open a little longer at Werrington and changing the mark from ‘U’ to ‘L’.** Completed. As it is quite a lengthy process to enter the school and hang coats in the cloakrooms, it was decided that provided the child is in the building JP will allow them to register a couple of minutes late. **Are there any issues at Boyton?** No, nor at North Petherwin.
- **Feedback on Governors’ attendance at school Christmas events to raise their profile with parents.** All governors attended whatever Christmas events they could.
- **Chair to speak to CEO regarding how governors can be more involved with school finance.** SSA is looking to meet with the Trust’s new Chief Finance Officer.
- **JP to look into the delay in receiving information regarding new Trust staff attending the school so that the SCR can be correctly completed.** SW has checked the SCRs and there are no issues.

- **Update on Neil Swait's visit to Werrington (focussing on SEND).** Completed. Cornwall Services also visited and gave Werrington excellent feedback – *to be discussed in Head's Report item 5*
- **PPG Review and next academic year plan** – *to be covered in Monitoring, item 16*
- **Monitoring Visits and Working Group** – *to be discussed in Monitoring, item 16*
- **Governor Training** – *to be discussed in Monitoring, item 16.*

5. Confidential Matters

None.

6. Head's Report

JP was going to speak to the CEO about the headings on the Head's Report – it was decided that no change is currently needed, but this may change due to the new Ofsted framework.

Werrington

The Head's Report from the three schools has been read by all governors. JB updated on Werrington's Reception class who have settled in very well and seem very happy. Werrington were selected to receive funding from The Claud Duffield Foundation (who originally provided education rooms in museums) which will cover every child to have 6 trips/enrichments next year. JB and JP have been on training for this. It is an exciting project and of tremendous benefit to the children. **Will this promote more parental engagement?** Yes, we will document and photograph the trips so we can use it for our PR strategy. **Does this involve all the children or just the SEN children?** It includes all the children. JB is working closely with Sally Cook (Head of Lewannick School) where they can share the minibus and other resources. **Has the Breakfast Club made any difference?** Yes, it has been a big bonus. We receive a grant and the children pay £1 each. **Does this support the trend for less absence?** Yes, this is helping. **Are your persistent absences numbers decreasing?** Yes, our persistent absences are 27% and there are good reasons for some of these but overall numbers are decreasing. **Does Werrington need more Trust level support?** JP felt that staffing at Werrington is good. JB commented that the biggest challenge is when she is teaching a class she can't be available as a Head. JB praised Katie O'Malley (Class 4 Teacher) as she can be relied on to deal with most escalations in behaviour. The majority of Werrington children are very well behaved. The Trust looks at attainment data and the focus is often on Werrington. The CEO and Neil Swait visited a couple of years ago and could see that everything was working well. **As there is a high level of SEN need, can the Trust or the governors give more support?** We have raised a request for more pastoral support but there isn't any budget for another member of staff. We are fortunate that we have a good staff base, even though we do need more staff. **How is the laptop situation at Werrington?** We are looking at what we have and what can be fixed then JP will meet with ICT4.

North Petherwin

The Nature Park Grant has been successful at North Petherwin and the money should be forthcoming very soon. The children have been taking photos locally then using A.I. to show what they want the area to look like. Outdoor Learning has been monitored and everything was positive. Attendance is 95% with persistent absences decreasing. **Is Step Lab Coaching helping.** Yes, it is helping a lot. The tiny steps make a huge difference. Has parental engagement increased? Yes, we have been trying to get our name mentioned and we are sharing a lot on Facebook. **Do you get any feedback about how successful this is?** Unfortunately we can't really tell. Apparently if you pay for an ad on Facebook it can be monitored. This could be worth looking at.

Boyton

Boyton is now 40% SEN which has presented with additional needs. KD is currently taking an NPQ and has noticed a big increase in cases which take up a lot of time. The SEN children have increased in the last year with some children having a significant need. **Can you adapt some interventions from Werrington?** We have support in place but it is important for our staff to recognise how to deal with the current higher level of need. We are losing six Y6 children but the incoming Reception children have a high level of SEN, which wasn't present in Boyton a few years ago. **You have many tasks, how do you**

address your teaching needs if you have to deal with SEN problems? We have a lot of support from the EHT who will drive over to help whenever he can. KD feels very supported. **How are Oracy and 'Display of Knowledge' being used to show how pupils have this Oracy knowledge?** We are currently working on giving the children different roles in different subjects. **It's clear from the new Ofsted plan that they need to see evidence of this attainment, how confident are we that the school books reflect the children's attainment?** The process that we follow includes an assessment at the end which reflects the learning. There is always a question going back to what has been learnt before. **Do you use the same books throughout all three schools?** Yes, we share books and knowledge. This is very useful. JP feels that the pupils' books are one of Boyton's strengths. **How is your Breakfast Club shaping up?** Slowly, we have one SEN and another boy who attend daily. KD speaks to parents to encourage the pupils to attend and highlights this in the newsletter. **Why is Extra Curricula highlighted as a need for KS1?** This meant that more KS1 children attend clubs than KS2.

JP praised the three Heads, who clearly have enthusiasm for their schools.

The Head's SEF Report will be covered at a Working Group. If a school judges itself to be better on the SEF than it actually is then Leadership & Management could be evaluated by Ofsted as 'Requires Improvement', so it's better to say it Requires Improvement in the first place. We need to play a very careful game here. Attendance is a concern.

The governors were satisfied with this and raised no further questions nor challenges.

7. **Improvement Plan & Data Analysis**

PM's report has been made available to all governors. PM raised key points. Boyton is hopeful of making progress with combined GDS. The CEO was happy with the attainment across all the schools. Werrington is on track to meet national average targets. **If we were to triangulate an Improvement Plan monitoring visit, would you be able to show that level of progress?** Yes, we have various measures in place. Our system will show all pupils' progress, which shows Y6 (for example) are making good progress. **It would be good if governors could look at the pupils' books on their next visit.**

8. **Review Vision/Ethos**

Governors were happy with the vision and ethos and there was nothing to review.

9. **Safeguarding**

SSA did a safeguarding visit and report with SW. All three schools were monitored. **Are the schools aware of the delay between internet activity and policies?** Yes, ICT4 are excellent but there will always be new issues that don't have a policy yet. JP assured governors that very rarely do we have problems with school ICT; it's usually home issues that we will help with whenever possible. **Will the Trust be offering A.I. training?** Yes, there is training available. The Trust's A.I. policy is on the website but A.I. is evolving so quickly that it's impossible to keep up with it.

SW and SSA checked Boyton's SCR and all is in order. The North Petherwin and Werrington Secretaries have checked their school SCR's.

SSA apologised that she had to leave at 18:40.

10. **SEND**

MH's SEND report on her visit to Boyton has been made available to all governors. **How are you dealing with such a high level of SEN?** All Y1 is SEN at the moment. We have formats, outcomes and provisions in place, which mean that staff can be more creative and the children are aware of the structure. **Are there any gaps at Werrington that need action points?** JB was confident that these would be identified and dealt with appropriately.

11. Attendance

Does the reduced timetable help with disadvantaged pupils? We have tried many ways at Werrington to help with persistent absences, which is now at 12 pupils, of which nearly 50% are on part-time timetables. We are hopeful that the soft start will help with Attendance figures. There are a few serious problems affecting Attendance figures which mean that the SEF evaluation will have to be that "Attendance Requires Improvement". **Can the Education Welfare Officer help? This is something that we could raise with the CEO.**

12. EYFS statutory framework

EYFS is now one of the criteria that Ofsted will look at. There is a big emphasis on children's start to school. This will be monitored in the Autumn term.

13. Pre-Schools

There is currently no update.

14. Compliance

JP has checked Cyber Security and GDPR and we are compliant at the highest level. Health & Safety will be looked at in September. **Is the door at North Petherwin mended? No, JP will ensure the handle is fixed very soon**

15. Governor Monitoring and Training

Governor Training

No recent updates.

All governors confirmed that they have received and read the ADMAT Termly Safeguarding Update as part of their ongoing Safeguarding training – including last term's.

All governors have returned their Skills Audits.

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

Monitoring and Working Groups

- **Website compliance / On-line safety (BW) – carry forward**
- **EYFS – carry forward to Autumn term**
- **Data (PM) – focusing on ARE for SATs (PM to meet with JP end of March) – carry forward**
- Improvement Plan Review (Working Group) – covered in item 7
- Attendance (BW) (all three schools) - completed, JP reminded governors that the AIO now regularly monitors
- Safeguarding – SW made a strategic visit to all three schools with SSA and JB - completed
- SEND – completed, MH visited Boyton and her report has been shared with all governors.

Monitoring and Working Groups for next term

- **Improvement Plan Priorities/Review (Working Group)**
- **Next likely Improvement Plan priorities (Working Group)**
- **PPG impact and provision for next year (BW)**
- **PE impact and provision for next year (BW)**
- **SEND – MH will visit North Petherwin (MH0)**
- **Safeguarding (SW/SSA).**

New Monitoring Timetable pro forma

Update and feedback on the use of this new form to collate all the monitoring visits together in the same place before the LGB meetings. **All governors to send a summary of their visits to BW for inclusion.**

The Governors' Networking Meeting is planned for 11th May, 5-7pm at St Catherine's School in Launceston. The CEO will talk about the recent 'Ofsted Changes' and the new 'Government White Paper' for Schools. It is hoped all governors will attend.

Chair's Meeting with CEO

The Chair's notes of his meeting with the CEO have been made available to all governors. Budget restraints are still in place. If a school needs resources to deliver the curriculum (for instance laptops) then funding for this will be a priority. It was a positive meeting.

16. Climate Change & Sustainability and A.I.

SSA confirmed she is happy to include A.I. within her role of Climate Change & Sustainability Governor for the moment.

All three schools have adopted the Trust's A.I. Policy?

17. Trust PR Strategy Guidance

Governors were requested to familiarise themselves with this document and bring ideas to the next meeting. This will be ongoing and will be discussed at the Working Groups. The Chair will discuss marketing with the CEO. All governors have read and are familiar with the document. This will be ongoing in the Head's Reports.

18. Statutory Policies

No policies are due for review at this meeting.

The Trust-based SEND and Safeguarding Policies will require governors to confirm they have read them at the next LGB meeting so that they can be published on the school website before September. The Behaviour Policy is due for approval at the next meeting (this can then be valid for three years).

19. Any Other Business

None.

20. Date of Next Meeting

The date of the next meeting is Monday 6th July 2026, 5pm at North Petherwin.

The meeting closed at 7.30pm.

Ann Cullum

Local Governance Officer

Distribution List:

Bill Willis	– Co-opted Governor (Chair)	Jo Callow	– CEO
Sue Willis	– Co-opted Governor	Jon Sharpe	– Chair, Trust Board
Phil Marriott	– Co-opted Governor	Jonny Phillpotts	– Executive Head Teacher
Mary Hairs	– Parent Governor	Jan Buckthought	– Assistant Head, Werrington (ex-officio)
Jodie Trevorah	– Staff Governor	Kath Davies	– Head of School, Boyton (ex-officio)
Shirley Si Ahmed	– Parent Governor		