



Members of An Daras Multi Academy Trust  
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Chair of Governors – W Willis  
Head Teacher – J Phillpotts

15/07/2021

## Minutes

### Local Governing Board; North Petherwin and Werrington Primary Schools

#### Monday 12<sup>th</sup> July 2021 at 5pm at North Petherwin School

#### 1. Welcome and Apologies

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

**In Attendance:** Jan Buckthought (Ex Officio), Toni Martin (Governance Officer)

#### 2. Governor Appointment & Vice Chair

Phil Marriott from the local community has volunteered to be a co-opted governor. All governors voted in favour of co-opting PM on to the NP&W LGB. PM has already completed the SSS safeguarding for governor training, a tour of the schools and an initial brief with JP. PM will need to complete a governor training course in the summer or autumn terms (awaiting new training programme). **Action: Complete DBS (PM)**

Donna Billing was nominated as Vice Chair and the governors voted in favour. DB appointed as Vice Chair.

#### 3. Declarations of Interest Relevant to this Agenda

None declared.

#### 4. Confirm Minutes of LGB Autumn Meeting (15<sup>th</sup> March 2021) and Matters Arising

- Update SCR to ensure that any MAT staff that visit the schools are included on the SCR (JP). *In process of being actioned and is now currently up to date.*
- Discuss the role of staff governors and what their monitoring role should be (BW & JP). *Discuss at item 12.*
- Monitoring and working group for next term: *covered under items 7, 8 & 11*

Decision made to accept minutes as true and accurate record of meeting and the Chair signed a copy.

#### 5. Head Teacher's Report / Current Situation Update

JP updated governors on some of the activities that have taken place for the children including after school clubs, bikeability, wild tribe, health and well-being day, first aid day, Olympic day, survival day and sports day. Much more has been achieved than originally thought would be possible so that is a positive for this term.

JP updated governors on staff training and development on ittrack and report writing; EYFS; visible learning new modules to be completed next term; the new risk assessment system; reading, writing and maths moderation with the academy improvement officer; a teacher has passed the Early Years Initial Teacher Training qualification; a detailed health & safety audit has

been conducted across the trust with no significant issues; implementation of the Write Stuff provision; the school is meeting all requirements for first aid qualifications; successful NQT development has taken place.

**With the new EYFS framework being implemented and Visible learning moving forward, is there governor training available on how to monitor EYFS and what to monitor on Visible Learning? Action: Look in to guidance and training for governors in Autumn term (TM)**

JP briefly updated on the progress of the recovery schedule, the curriculum including documentation and planning, and the new SEF for 2021-22. Construction of fencing at Werrington, development of ICT Suite at NP, ICT 4 led GDPR review, transition arrangements within the school and for Yr 6, the leaver's show were also discussed. TM updated governors on cyber security and cyber essentials accreditation. **Are the bubbles continuing in September?** Not on current planning, bubbles are due to end on Monday 19<sup>th</sup> July when the restrictions end.

Interviews have been conducted for class teacher NP, TA, and Assistant HoS (filled by Jan Buckthought), and recently there is a need to fill a nursery TA position.

## 6. Recovery & Data

The Chair previously provided a data and curriculum monitoring report to the governors. JP updated the governors on data, including latest figures for boys, FSM, mobility, SEND and KS1 through to KS2. Most pupils had at least one catch up programme and some pupils attended up to 4, either during school, before or after. Focus has been on reading comprehension, maths and writing, some TIS. Progress of cohorts was generally good with the majority of pupils making expected, good or very good progress. He noted that 75-80% made expected or better than expected progress in each of the catch up groups on the curriculum. **The low figures for EYFS attainment were noted and reassurance was sought whether this will be addressed going forward?** JP explained the situation in detail and that this will be addressed going forward. **Should the Yr 2 phonics results not be higher?** The issues with lockdown and mobility were noted, but greater progress will be made next year. **Is it noticeable if children have not been supported or engaged with the home learning, and will the recovery schedule address this?** It is hoped that it will make improvement but it is dependent on circumstances of the individuals concerned.

The Chair noted the additional Covid funding previously available will come to an end. **Do you have resources and funding to carry on the additional provision from September?** Some maybe, will need to rely on good teaching and perhaps utilising TAs in a more targeted way.

JP noted that the staff have worked incredibly hard through this period and thanked them for their hard work and dedication. The governors agreed.

## 7. Improvement Plan

Likely improvement priorities for next academic year for North Petherwin and Werrington:

- (1) Improve writing achievement.
- (2) EYFS framework and continuous provision.
- (3) Capabilities curriculum development.
- (4) Visible Learning.

**8. Safeguarding**

SW met with JP at Werrington. Checking of the SCR was discussed and this will be confirmed. SW will plan to meet with pupils face to face and ask questions relating to their safety.

**9. Staff and Pupil Welfare**

JP noted that staff welfare is good despite working extremely hard.

**10. Governor Monitoring**

Governor monitoring included:

- Recovery schedule (BW) *See item 7*
- Safeguarding 157 input, on-line safety and attendance (SW) *See item 8*
- SEND (DB). CAMS – *allocated mental health practitioner. Tracey Laithwaite is the SENDCO link. Monitoring visit will be organised once JP has liaised with TL.*
- Data Protection Checklist (BW)
- Chair's meeting with CEO delayed to 19<sup>th</sup> March 2021. *Subjects for discussion included NP class teacher post and leadership at both schools.*

**Working group** – the governors held a working group to discuss data, safeguarding, some staff recruitment, year 6 transition and leaver event, and priority for monitoring will be data, SEND, curriculum and safeguarding. The Chair's meeting with CEO was discussed. Views were shared regarding the governor induction process and the role of governors, the school and staff in making a smooth process for new governors. Ideas were shared which will be taken to the networking meeting.

**Agree monitoring, visits and working group for next term:**

Working group – improvement plan, SEF, top 3 risks & how governor monitoring will be done going forward. Monitoring visits will be agreed at the working group.

**11. SEND**

SEND policy and local offer has been reviewed and placed on the website. JP notified the LGB that a new SENCO at MAT level had been appointed to NP and Werr (Tracey Laithwaite).

**12. Governor Recruitment, Mentoring & Training**

TM noted the Chair & Vice-Chair role descriptions as separate roles and the plan for role descriptions for governor leads.

**13. Any Other Business**

None.

**14. DONM (Chair/TM)**

Date of next meeting is Monday 6<sup>th</sup> December 2021 at 5pm at Werrington School.

Meeting closed at 7pm.

TJH Martin

ADMAT Governance Officer

**Distribution List:**

W. Willis – Co-opted Governor (Chair) N. Hosking – Staff Governor S. Willis – Co-opted Governor D. Billing – Parent Governor P. Marriott – Co-opted Governor Vacancy – Co-opted Governor Vacancy – Parent Governor	J. Phillpotts – Head Teacher J. Buckthought – Senior Teacher Werrington  W. Hermon – ADMAT CEO G. Barriball – ADMAT Board of Directors Chair
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