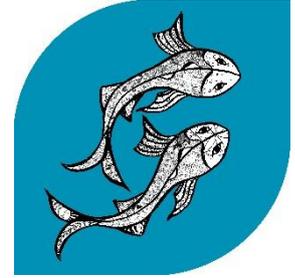


ST LEVAN SCHOOL

Notice is hereby given that a meeting of the Governing Body will be held at the school on Tuesday 29th November 2022 at 15.30



Present: Sharon Brolly Chris South
 Vickie Hugh-Jones Anya Finch
 Sophia Milligan Headteacher
 Susie Chaikin

In attendance: Geoff Brighton, Clerk, minutes.

Sentences in blue indicate decisions of the governing body, whereas those in bold italics denote questions or challenges put by governors to the Headteacher.

Item		Action
01.00	Welcome and apologies for absence	
01.01	The Chair welcomed everyone to the meeting. Apologies for absence had been received and were accepted from Ruth Caird.	
02.00	Declaration of Pecuniary Interest	
02.01	There were no declarations of pecuniary or other conflict of interest declared.	
03.00	Minutes of the meeting held on 27th September 2022	
03.01	These had been circulated in advance of the meeting and were agreed as an accurate record of the meeting and signed as such by the Chair.	
04.00	Matters arising	
04.01	All matters arising had been dealt with or were otherwise on the agenda.	
04.02	The Chair had chased up the issue of the delayed delivery of the bus, the book price of which had increased by £9k since it was ordered, though the firm had agreed to keep to the same price as at the time of order. <i>Governors noted the general increase in supplier costs and the delays to vehicle deliveries nationally and agreed to proceed with the purchase.</i>	

05.00	Report of the Headteacher	
05.01	This had been circulated in advance of the meeting and the new structure and format was welcomed by governors. Alternates of one written and one verbal report was the expectation. However, if the Headteacher was happier to provide written report then governors would be happy to receive that.	
05.02	The Headteacher highlighted the low numbers attending the breakfast club, where attendance was down to two regulars, at a price of £1 per breakfast. The Headteacher was asked if pupil premium children were taking this up and also if parents were invited if this would lead to an increase in uptake, possibly as a parent child reading club or something similar. It was explained that the drop off was just due to a change in family circumstance.	
05.03	Another governor thought that since C19 restrictions there had been no play permitted on arrival in the morning whereas before from 08.30 children could play. It was suggested reintroducing this this might be beneficial. A general discussion ensued and it was agreed that staff would discuss the various options and report back to a later meeting.	
05.04	The Headteacher had written inviting parents to help support a breakfast club, rather than run a club, due to the difference in commitment needed.	
05.05	The Headteacher was asked if parents looking around was for pupils wishing to join for this or the next year. The Headteacher explained that enquiries had been for both and looked likely to increase the roll.	
05.06	A governor asked if the parents expressing dissatisfaction with a previous school had spoken to that school and it was explained that about half had done so.	
05.07	It was noted that Little Levans was working very well and governors appreciated the link with the St Just nursery.	
05.08	The Headteacher was asked if the SEF and SIP would be circulated to the governors and was advised this would be done in time for the next meeting.	
05.09	A governor noted that intake was two down but was made up for in year joiners, but that six has always been the PAN and enquired how total pupils decreased from 42 to 36? The Chair answered that this was simply a response to family changes/demand.	
05.10	A governor noted that average weekly attendance is 94%, and asked how that compared locally and nationally? The Headteacher said that nationally the statistic is above 96 and that the reason for the school being below this figure arose from the flexi schooling and due to illness. Without these factors, the school performs well. For example, without flexi school attendance would exceed 96%, indicating that flexi-schooling is having a positive effect locally as a programme. Cornwall Council were interested in looking at the success of this programme at St Levan with a view to rolling out the model to other schools.	
05.11	It was noted that in the Headteacher's report that all subject leaders were having a positive impact on their	

<p>05.12</p> <p>05.13</p> <p>05.14</p>	<p>subjects, and asked how this was evidenced. The Headteacher replied that the evidence for this is in the relative staff member's report and that these had been circulated to governors in the past. Year 6 is at 75% in their standard SATS papers for English, which is an excellent result. It was noted that Maths had yet to be marked.</p> <p>The Headteacher was asked how providing support to Port Isaac School had come about and the impact this might have on our limited resources. The Headteacher replied this had come about as a result of an approach from County as Port Isaac was in special measures and will join an academy in the New Year. Port Isaac will visit the school to look at processes here so the resource implication is on them, with no negative impact on St Levan.</p> <p>The Headteacher advised that improvements to gate security had not yet put in place, but will be soon. The Headteacher also considered there was no need for a visitor to have a phone in school.</p> <p>The Headteacher was thanked for his report.</p>	
<p>06.00</p> <p>06.01</p>	<p>Attendance</p> <p>This item had been covered within the Headteacher's report above.</p>	
<p>07.00</p> <p>07.01</p>	<p>Premises update</p> <p>There was nothing to report under this heading.</p>	
<p>08.00</p> <p>08.01</p>	<p>Policies</p> <p>The following policies had been circulated in advance of the meeting, had been reviewed by governors and were approved:</p> <ul style="list-style-type: none"> ✓ Policy Renew Cycle ✓ Marking and Assessment for Learning Policy ✓ Prevent Policy ✓ Teaching and Learning Policy 	
<p>09.00</p> <p>09.01</p> <p>09.02</p>	<p>Safeguarding (Standing Item)</p> <p>The S 175 Audit had been circulated in advance of the meeting and was noted. The report had also been reviewed by other schools within PET. It was noted that areas for improvement were updated throughout the year.</p> <p>Governors had a general discussion around on-line awareness of pupils and parents and that the emphasis on on-line use in school was as a tool to being inquisitive and this included questioning the validity of material. A discussion ensued about social inclusion and creating a link with an overseas school to improve awareness of diversity. However, it was accepted that the school's PHSE programme was adapted to meet the needs of the school community taking into account current issues.</p>	

10.00	Health and Safety	
10.01	The Headteacher had covered this item within his report.	
11.00	School Financial Values Standard	
11.01	There was nothing to report under this heading.	
12.00	Finance matters	
12.01	It was noted that the school had a new bursar who had proved elusive as he had not attended school when expected and the latest financial statement and narrative had only been received on the day of the meeting following pressure on the bursar from the Chair. The highlights were that the original forecast for the end of year was for a £59k surplus but the latest forecast taking into account the latest staff pay award has reduced this to £26,905. Governors discussed in general their approach and were agreed that, in principle, their intention was to mirror Cornwall Council terms and conditions of service and to negotiate on that basis. However, further detail was awaited on some actual costs not least the impact of fuel and other increases in cost. The headteacher and Chair would continue to pressure the bursar for improved analysis for the next meeting and to produce a more timely report.	
13.00	Governance matters (Standing Item)	
13.01	Update on Governor appointments - It was noted that both Sharon and Susie's re-appointment forms had been sent off to County and Sharon's re-appointment had been confirmed and Sharon would chase up a reply about Susie.	
13.02	Update on Parent Governor Elections - Governors noted that before Christmas was not a good time to approach parents in terms of maximising involvement and agreed to leave the elections until the New Year. Sharon will write a piece for the next newsletter to encourage parents to think about it.	
14.00	Possible questions from Ofsted	
14.01	The Headteacher had circulated some questions in advance of the meeting. Inclusivity had been dealt with above. It was noted that the curriculum had been constructed and evolved before the current Headteacher had arrived. The curriculum was very much a topic based curriculum and was further evolving. There had been a rewrite of the curriculum policy to deal with the challenge of the mixed year groups in school to make best use of techniques. Further, the Headteacher's report was now based on: <ul style="list-style-type: none"> ✓ Intent ✓ Implementation ✓ Impact 	

<p>14.02</p> <p>14.03</p> <p>14.04</p>	<p>and this forms the basis of the narrative of the school's curriculum.</p> <p><i>A governor asked about quality of teaching and learning</i> and in discussion it was agreed that the source of this information is from external partners such as the SIP and internally from the Headteacher's report.</p> <p>In terms of supporting leaders, it was noted that several governor leads have already been in school or arranged to conduct a school visit.</p> <p>It was reported that the Headteacher was considering taking the government funded NPQH qualification, and he stated that there was also scholarship for this but the time commitment arising from the course were not yet known. He said that a decision was needed by 16th December and this was delegated to the Chair to approve. Governors were agreed that support of personal development was important to all staff.</p>	
<p>15.00</p>	<p>Date of next meeting, all commencing at 15.30 at the school</p> <p>14th March 2023 16th May 2023 and 4th July 2023</p>	