



MINUTES of the PORTHLEVEN LGC MEETING
Monday 27th March 2023 6pm @ the school

| Item | Subject | Action |
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| 1 | <p>Governors present: (V = virtual attendance)</p> <p>Neil Gunnell, Chair (NG) Rob McKellar (RMc) Duncan Ratcliffe, Head teacher (DR)</p> <p><i>Also present:</i> Pat Nicholas, Governance Professional Dan Clayden, Deputy Head (DC) Ross Williams, Class teacher (RW)</p> | <p>Apologies: None</p> <p>The progress on the recruitment of two new governors was discussed.</p> <p>Absent: Marc Talbot (MT)</p> |
| 2 | Conflicts of Interest | |
| 2.1 | Staff governors declared an interest as paid members of staff. No new interests were declared. | |
| 3 | Approval of minutes from the meeting 10.10.22 and the notes from the meeting on 6.2.23 | |
| 3.1 | The minutes of the meetings held on Monday 10th October 2022, and the notes from the meeting on Monday 6th February 2023 were agreed as an accurate record, and signed by the Chair. | |
| 4 | Matters arising | |
| 4.1 | There were no matters arising and no actions from the previous meetings. | |
| 5 | Head teacher's report - verbal | |
| 5.1 | <p>Trust outcome data</p> <p>No data had been received from the Trust.</p> | |

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| 5.2 | <p>Pupil premium plan</p> <p>The plan had been circulated in advance of the meeting.</p> <p>Q: While staffing costs take up most of the funding, is it all used to support pupil premium children? The vast majority are pupil premium, but other children do benefit from it.</p> <p>Q: There is some budget information missing; is this plan to go on the website? DR offered his apologies for the error and will update accordingly.</p> <p>Q: Are children reluctant to come to school? Yes, especially in KS2, and lateness is an issue. The den is a useful resource, and while not all children use it, it is recognised as a safe place to talk. Staff have noticed that it is having an impact, with some children becoming less reactive and more proactive. These resources are focused on children who the school know will benefit.</p> <ul style="list-style-type: none"> • DR will provide a breakdown of numbers for the next governors meeting. | |
| 5.3 | <p>Equality Plan</p> <p>The plan follows a 'common sense' approach, and identifies the objectives, how success is measured and the timescales for each of the protected characteristics.</p> <p>The school aims to provide a range of resources which promote diversity in race, as well as promoting a wider view of the world. Staff governors present teachers gave some examples for governors.</p> <p>Q: Is gender an issue in sport e.g. girls in football? No, in fact more girls take part in the tournaments, as well as cross country and netball. For most events which include mixed teams there is often a 50/50 split between boys and girls.</p> <p>NG thanked DR for his report.</p> | |
| 6 | Pupil outcomes and the curriculum | |
| 6.1 | <p>The RAP curriculum plan is still a work in progress, There will be a change from 2 year programme to one year.</p> <p>Q: What are the benefits of this change? It allows for more progressions, can be organised for specific subjects and provides links and preparation for learning. These logical links make it more bespoke to the school, allowing for comparisons with events from living memory. DR explained that it is a lot of work for staff, and he is mindful of workload. However, senior leaders are hopeful that it will save time going forward.</p> <p>Q: PiRA and PUMA results? There have been some challenges for the children as these tests are new to them. Resilience is an issue for some children, and some of the questions are ambiguous and relate to learning not yet covered e.g. fractions. The guidance for teachers could also be clearer.</p> <p>Q: Are the gaps shown linked to particular year groups? Yes, but some are small cohorts and some have large numbers of children on the SEN record of need..</p> <p>It was suggested that comparisons against Trust results as well as national averages would be useful.</p> | |

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| | <p>Q: Is there an expectation that there will be no gaps by the end of the year? No. The school will work to close any significant gaps by the end of y6, even quicker where we can,</p> | |
| 7 | Safeguarding | |
| 7.1 | <p>Single Central Record (SCR)</p> <p>The SCR has been checked by the county and by the trust DSL this term. There is a new format from today; DR must check on it every term and report back to the trust.</p> | |
| 7.2 | <p>MyConcern</p> <p>The SLT worked through 14 pages of files and MyConcern is now up to date. DR feels that the school is better at allocating categories and making sure matters are followed up, and that referrals are clearly noted.</p> <p>Q: Is there any crossover between categories? Yes, one concern could involve two categories, but not always the same child/family.</p> <p>Q: Are VIST reports included? Yes, these are added as an attachment.</p> <p>Q: Does the system pick out priority concerns? No, the school identifies these.</p> <p>Q: Can you update the meeting on the s157? This will be peer reviewed after the Easter break. It is submitted to the LA every other year.</p> | |
| 8 | Governor monitoring | |
| 8.1 | <p>Agenda planner</p> <p>There is a training session/discussion for all governors with Tamsin Lamb at 2pm on 26th of April in school, which will provide more information on the agenda planner.</p> <p>Q: SILC+ visit report? This will be shared with governors.</p> <p>Q: Could governors attend the next SILC visit? DR expressed concern, as there were already a number of people in school on the day, DR described the visit as 'very intense but very useful-support and challenge in equal measure'. The next steps will include having subject co-ordinators join in the visits.</p> | |
| 8.2 | <p>Parent survey (staff survey)</p> <p>The parent survey has been sent out online, Governors have access; DR will send a guide to NG.</p> <p>The staff survey had been shared with all staff earlier in the day; governors will be given the results upon completion.</p> <p>The school council is carrying out a pupil survey this week. DR will go through the answers at the next LGC meeting.</p> | |
| 9 | Governor training | |

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| 9.1 | NG, RMc and MT will attend the governor session with Tamsin Lamb on Wed 26th April. | |
| 10 | Trust updates | |
| 10.1 | Parent and staff surveys-covered under item 8.2. | |
| 10.2 | Board minutes 31.1.23 - received and noted. | |
| 10.3 | Attendance & Exclusions summary - Attendance is still an issue, Following the letters sent to parents at the end of the autumn term, there has been some improvement, but others have worsened this term. DR has a meeting with the EWO (Education Welfare Officer) after easter. Governors heard that the Education Welfare office no longer holds clinics for parents. | |
| 11 | Governors impact on the pupils | |
| 11.1 | <ul style="list-style-type: none"> ● Monitoring staff wellbeing by keeping in touch regularly with the staff and Head of School. ● Ensuring effectiveness by actively seeking and recruiting new governors. ● Improving skills and knowledge by attending relevant training. | |
| 12 | Feedback to the Trustees | |
| 12.1 | None. | |
| | AOB None. | |
| | Dates of next meetings: Monday 15th May 2023 6pm Monday 26th June 2023 6pm | |
| | Meeting concluded at 7.25pm | |