



MINUTES of the PORTHLEVEN LGC MEETING

Monday 22nd May 2023 6pm @ the school

Item	Subject	Action
1	<p>Governors present: (V = virtual attendance)</p> <p>Neil Gunnell, Chair (NG) Rob McKellar (RMc) Duncan Ratcliffe, Head teacher (DR) Marc Talbot (MT)</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>
2	<p>Conflicts of Interest</p>	
2.1	<p>Staff governors declared an interest as paid members of staff. No new interests were declared.</p>	
3	<p>Curriculum Plan Presentation (DC)</p>	
	<p>DC offered his presentation to governors.</p> <p>The main points discussed were:</p> <ul style="list-style-type: none"> ● There are 5 curriculum drivers in the plan designed to promote resilient learners, respectful communicators, world citizens, healthy advocates and oracy. ● Children often lack resilience, and the school wants to build childrens' confidence so they are able to learn from mistakes, and gain the skills to face challenges. <p>Q: Does this apply to only pupil premium children? A: No, it is much wider than that, and to varying degrees, depending on factors such as family background.</p> <ul style="list-style-type: none"> ● Oracy skills are developed to underpin the curriculum across all year groups, and provide the skills that (even the more able) children need to express themselves. <p>Q: Does that mean that children are not used to contributing to a discussion? A: To an extent, yes.</p> <ul style="list-style-type: none"> ● A single year's curriculum will replace the previous 2 year rolling programme. It is a challenge for staff to ensure all the key elements are included. 	

	<ul style="list-style-type: none"> • There will need to be a change of resources for some subjects, in order to provide teachers with more support with planning. Governors heard that there are some savings to be made, e.g. by using Kapow for both computing and DT. <p>Q: Do the plans allow for cross-over between subjects? A: Yes, there are lots of opportunities e.g. in geography and history. DR explained the shift to a deep and narrow curriculum, rather than broad and balanced.</p> <ul style="list-style-type: none"> • Thematic plans were discussed e.g. trade, conflict and social change. • Governors heard of the importance of making sure curriculum drivers are made explicit to parents. • The meeting learned the meaning of 'sticky knowledge', i.e. ensuring the children's retention of key knowledge. This will be further developed with the use of sticky knowledge flashcards. • Subject co-ordinators plan the learning objectives and class teachers use their skills to implement these in the classroom. • The plan includes the use of 'knowledge organisers' to ensure essential knowledge is covered. This is useful for supply teachers and TAs to make sure they have the subject knowledge, and also helps children when returning to school after absence. • There was a discussion of the core concepts to help with knowledge retention. Structure of lessons is very important to ensure continuity across the learning. • The biggest challenge is making sure that all children achieve expected outcomes, and the work to make sure that the lowest achievers have access to the curriculum is ongoing. <p>Q: How will gaps in learning be addressed when the change occurs? A: In the same way.</p> <p>Q: Will the school go back to a 2 year rolling programme? A: No, Crofty MAT plans to keep the one year curriculum.</p> <p>Q: Will this make curriculum planning easier? A: Yes, given time, it will, and especially where subject areas are linked.</p> <p>NG thanks DC for his presentation.</p>	
4	Approval of minutes from the meeting 27.3.23	
4.1	The minutes of the meeting held on Monday 27th March 2023 were agreed as an accurate record, and signed by the Chair.	
5	Matters arising	
5.1	There were no actions from the previous meetings. Item 1 - NG will make contact with one of the prospective governors to confirm his appointment.	
6	Head teacher's report - verbal	
6.1	The information had been circulated in advance of the meeting.	
6.2	SILC reports Q: How do the RAP points fit within the SDP? A: DR is to finalise the SDP and it will change quite considerably, however the priorities should be clearer. Governors expressed a wish to see the 'cycle' and how the improvement develops. A strategic planning meeting with the school's SIP is planned	

	for after half term. Louise Figgins will be invited to discuss this with governors at the next meeting.	
6.3	RAP Covered under item 3.	
6.4	SDP Covered under item 5.2.	
6.5	<p>Pupil attendance and exclusion</p> <p>Attendance for pupil premium children is currently the lowest in the Trust. This highlights the challenges the school has with attendance overall and how best to meet this challenge. In spite of this, in the spring term there was a slight improvement overall, although the attendance of pupil premium children is still an issue. Lateness was an issue for a time; this had now improved.</p> <p>Traffic light letters were sent to the relevant families and parents were invited in for a meeting. There are also class rewards for attendance.</p> <p>DR explained that a high proportion of the absence is authorised i.e. illness. For example, the nursery has a lot of chickenpox cases at present. Holidays have had an impact, but mostly the issue lies with the 'hard to reach' families. Family Support Workers are in place for these families as are referrals to the EWO (Education Welfare Officer).</p>	
6.6	NG thanked DR for his report.	
7	Pupil outcomes and the curriculum	
7.1	<p>Assessment data</p> <p>Q: Gaps in reading? A: Yes, particularly early reading. Some are due to the new assessment format, which pupils find challenging. Reading results for Y1 and Y2 are lower than expected. The next assessment cycle should see gaps closing.</p> <ul style="list-style-type: none"> ● RWI (Read, Write, Inc.) is very successful for phonics, and the school expects high scores in this year's phonics screening. However, this does not help with longer texts and inference/comprehension skills, so teachers are looking at ways to transition away from RWI earlier. ● KS2 SATS went well, despite media reports of upset children in some parts of the country. <p>Q: Do the black lines indicate working at the expected standard or national averages? A: These indicate national averages. Where the results do not meet national averages, in maths this will indicate something that has not been not taught yet, but not in reading, so it is clear that certain elements need to be looked at. These tests represent a big change for the children, and staff are confident that the results will improve once the children are more familiar with the format.</p> <p>Q: Are any adaptations made for SEN or additional needs? A: No.</p>	
8	Safeguarding	

8.1	The s157 is almost complete and will be submitted by the 30th June deadline.	
8.2	MyConcern – Governors heard that one child could have more than one incident attributed to them, and categories can be used a number of times. Some behaviour and other issues are a result of circumstances outside of school.	
9	Governor monitoring	
9.1	NG and RMc attended the governor session with Tamsin Lamb on Wed 26th April. Governors felt that monitoring is done better together at meetings, rather than from individual visits, and TL agreed with this. Pupil conferencing needs to be set up, and staff wellbeing meetings. Governors will liaise with DR as to the best way forward.	
10	Governor training	
10.1	The Trust Chairs meeting is on Tuesday 23rd May 5.30pm online. There was no new training information available at the meeting.	
11	Trust updates	
11.1	Pupil survey results – these have not been completed as yet. Governors were reminded to click on the ‘responses tab’ of the pupil survey to see the latest information.	
11.2	Parent survey – governors discussed the results. The school’s behaviour policy is under review, and will be sent to parents once completed. Pupils will be informed of the sanctions and the behaviour flow chart after half term.	
12	Governors impact on the pupils	
12.1	<ul style="list-style-type: none"> ● Monitoring staff wellbeing by keeping in touch regularly with the staff and Head of School. ● Monitoring standards and the curriculum through regular reports from subject leads. ● Ensuring effectiveness by actively seeking and recruiting new governors. ● Improving skills and knowledge by attending relevant training. ● Supporting the school by taking an active role in the recruitment of the new head teacher. 	
13	Feedback to the Trustees	
13.1	None.	
	AOB <ul style="list-style-type: none"> ● DR will now be leaving the school at the end of the summer term. ● Head teacher interviews will take place on Thursday 15th and Friday 16th of June. Governors were invited to attend the presentations on Thursday 15th June. 	
	Dates of next meetings: Monday 3rd July 2023 6pm	
	Meeting concluded at 7.30pm	