



An Daras Trust
Igniting Curiosity Growing Capabilities

Coads Green Primary School
Coads Green
Launceston
PL15 7LY
01566 782303

Email: governance@andaras.org

Head Teacher – Claire Bader
Chair of Governors – Michelle Mitchell

27/3/2023

MINUTES

Spring Term Meeting 2023

Local Governing Board; Coads Green School

Monday 27th February 2023, 5.30pm, at Coads Green School

1. Welcome and Apologies

Present: Michelle Mitchell (Chair), Claire Bader (Head), Oliver Stephens, Marina Pridham, Hayley Budge, Jan Bartlett

Apologies: Received and accepted from Ralph Hudson

In Attendance: Ann Cullum (Local Governance Officer).

2. Declarations of Interest Relevant to this Agenda

Pecuniary Interests declarations have been received from all governors.

3. Confirm Minutes of LGB Autumn Meeting (21st November 2022) and Matters Arising

Governor Monitoring – as listed in item 13

Governor Training – as listed in item 13

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

4. Confidential Matters

Confidential matters regarding staffing were discussed.

5. Head Teacher Report

The Head's Report has been shared with all governors. CB and MM raised key points and MM particularly commended the improvement in Visible Learning which continues to play an important role in positive outcomes. MM also commended all staff for the good grading received from Ofsted. A banner has been placed outside the school displaying their good Ofsted inspection. **Will this attract more pupils?** It is hoped so; staff are doing everything they can to promote Coads Green school.

The school is trialling The Literacy Tree, which is already making an early impact on pupil engagement and outcomes. Pupils and staff are enjoying the variation. Opportunities for extended writing remain in place, e.g. Writing throughout the whole school is linked with all curriculum areas.

Falling Roll and Staffing Update have been dealt with in Confidential Minutes.

The Village Hall committee are finding it difficult to make the hall viable as sufficient grants are not available. Paula Every from the hall committee is in communication with CB and confirmed that they will honour the price that the school pays each year although the hours of use have been reduced to 11.30-1.30 daily (whenever possible) for lunch and one afternoon a week for

P.E. plus Friday at the end of each half term for celebration. Paula Every also requested that staff no longer park in the car park and use the church car park instead. **CB will request a copy of the minutes of her meeting with PE.** CB is hoping that the positive relationship with the hall committee can be maintained. In 20 years CB has never known school parking to be anywhere else and it was noted that neighbours park in the church car park and use it as a 'park & ride'.

Are there any more open events planned for the summer? Yes, there will be, in an attempt to attract more pupils. Flyers have been sent out and Hayley Howard has posted on social media. North Hill pre-school will be targeted.

6. Improvement Plan & Attainment/Progress

Covered in item 5 (Head's Report).

7. Safeguarding / Health & Safety

JB covered this in her visit and her report has been shared with all governors. Ofsted reported that the school safeguarding was effective and that the leaders work with external agencies to ensure families get the support they need. Through the curriculum pupils learn how to keep themselves safe, both online and in the community.

8. Review Vision, Values and Lived Experience

An Email has been received from Jo Callow to look at the visions and values across the Trust schools as there was some disparity. The Trust are going to be using the title Vision (overarching statement of intent, ultimate goal); Values (Coads Green values will be learning characteristics) and Lived Experience (how to deliver the means and values, e.g. capabilities, curriculum, enrichment curriculum). (The words "ethos", "mission statement", "aims" are no longer to be used.) **CB will look at reviewing this at a staff meeting and will invite the governors so that it is ready for September.**

9. EYFS Statutory Framework

EYFS statutory framework is in place and effective. The governors were satisfied with this.

10. Parental Views & Engagement

Ofsted parental input was 70+%. The Parent questionnaires will be sent out this term, even though this was implemented for the Ofsted inspection. Parental engagement is good. **Does a governor need to be present at the termly conference meetings?** This isn't essential but could be useful when OS's temporary position is revealed to the parents. A governors' surgery will be held shortly after that news is given to parents.

11. Compliance

Report by exception - Cyber Security, GDPR, Health & Safety

All compliant and the governors were satisfied.

12. Set Term Dates

CB will look at this within the next week and Email to all the governors. **Governor approval to be carried forward.**

13. Governor Monitoring & Training

Monitoring/Visits)

- **Writing (MM) – scheduled for 16th March – carry forward**
- **VL and Pupil Conferencing (HB) – scheduled before Easter - carry forward**
- Safeguarding & Online Safety (JB) – report handed to AC and shared with the governors
- **Planning and Problem Solving (RH) – scheduled for Summer term – carry forward**
- Website Compliance (OS) - compliant at the time of Ofsted inspection
- **Curriculum (MM) – scheduled for 16th March – carry forward**

Agree monitoring and working groups for next term

- **Improvement Plan priorities (MM)**
- **PPG impact and provision for next year (MM)**
- **PE impact and provision for next year (RH)**
- **School open day 28th June (all governors invited)**

Governor Training

RH attended SEND training 30/1/23

JB completed Cyber Security training.

Training Overdue – to be completed immediately

- **HB to complete Cyber Security training as soon as possible**
- **MP to complete Prevent training as soon as possible**
- **Outstanding bios and photos required for MP and JB soon as possible**
- **Completed Skills Audit forms required from MP & HB**

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

Chair's meeting with CEO

Chair's Meeting with CEO is on 6th March – *carry forward*

14. Policies

All policies have been reviewed and are up to date on the website. The governors were satisfied with this and raised no queries.

15. Any Other Business

None.

16. DONM

The date of the next meeting was agreed for Monday **19th June 2023** at 5.30pm (moved from 26th June).

Meeting closed at 6.30pm.

Ann Cullum

Local Governance Officer

Distribution List:

Michelle Mitchell - Chair/Co-opted Governor
Marina Pridham - Co-opted Governor
Jan Bartlett – Co-opted Governor
Hayley Budge – Parent Governor
Oliver Stephens – Staff Governor
Ralph Hudson – Co-opted Governor

Claire Bader – Head Teacher
Will Hermon – CEO
Steve Tavener – Chair of Trust Board