



**An Daras Trust**  
Igniting Curiosity Growing Capabilities

## **Coads Green Primary School**

Coads Green  
Launceston  
Cornwall PL15 7LY  
01566 782303

Head Teacher – Claire Bader

Chair of Governors – Michelle Roberts, [chaircoadsgreen@andaras.org](mailto:chaircoadsgreen@andaras.org)

25/11/24

### **MINUTES**

#### **Autumn Term Meeting 2024**

#### **Local Governing Board; Coads Green School**

#### **Monday 18<sup>th</sup> November 2024 / 5.30pm - at Coads Green School**

**1. Welcome (including Trust Identity) and Apologies**

**Present:** Michelle Mitchell, Claire Bader, Ralph Hudson, Hayley Howard

**Apologies:** Claire Hatwell

**In Attendance:** Ann Cullum (Local Governance Officer).

**2. Declarations of Interest Relevant to this Agenda**

All governors' pecuniary interests have been confirmed. No other declarations of interest.

**3. Governors**

Election of Chair – All governors voted for MM to continue as Chair for a further year and MM is happy to continue.

Jan Bartlett resigned on 9/10/24. A SEND and a Safeguarding Governor is needed. CB will ask CH if she will take on these.

Advertise for Co-opted Governors – **MM will speak to the CEO about this.**

**4. Confirm Minutes of LGB Summer Meeting (24<sup>th</sup> June 2024) and Matters Arising (Chair)**

Governors agreed to accept the minutes as a true and accurate record of the last meeting and the Chair signed a copy.

- **Monitoring Visits and Working Group** – *to be discussed in item 15*
- **Governor Training** – *to be discussed in item 15.*

All governors present signed the register confirming that they have read the ADMAT revised Code of Conduct and will agree to abide by it.

**5. Agree Term Dates 2025-26**

All governors agreed the term dates. These will be posted on the school website.

**6. Confidential Matters**

CB raised confidential matters which are recorded separately in Confidential Minutes.

**7. Head's Report**

The Head's Report has been shared with all governors and CB highlighted key points. Sarah Dempsey (Class 2 Teacher / Design & Technology Lead) is leaving and her replacement will be Sam Povey, who will hopefully be able to visit the school before taking up the position.

Neil Swaite (Trust Improvement Officer) visited the school and was very pleased with the standard of History and Geography. An internal Computing review took place this term and good practice

was shared. The teaching and learning in Computing is secure due to the newly implemented 'Teach Computing' curriculum and there is consistency across the school.

'Thinking Matters' is on the School Improvement Plan.

**Have you been able to increase the attendance figures?** Yes, attendance is now 96.5% and CB constantly monitors this.

**Are the SEND pupils progressing well?** Yes, and the numbers of SEND pupils has remained stable at 13%. All documentation has been looked at this term and an SEN review took place in September to ensure adequate provision is in place. All pupils on the SEN register receive either 1:1 or small group intervention. No pupils have a Child Protection Plan.

**How is Right Respecting Schools going?** This is progressing well and we are hopeful of achieving the Bronze award soon. Our two 'Go Cornish' boards reflect the huge amount of work we are doing to support our ongoing accreditation work for this. **How have you encouraged the children to engage with Rights Respecting Schools?** A Rights Respecting School steering group of pupils has been formed and an assembly has taken place to introduce the pupils to RRS.

**This is a small community, are there opportunities for the children to be involved with it?** We are already having a very busy term regarding engagement in the community and taking part in wider school life. The children have experienced 'Open the Book' assemblies, visits to Cabilla Cornwall and Wesley Cottage. Some of our pupils will be representing our school at the Trust Sustainability Conference this month and all KS2 pupils are taking part in the music project 'Symphony in the Woods'. All pupils continue to access Wild Tribe on a Friday afternoon. We have six pupils currently working with a specialised dance teacher to create a piece of choreographed dance as part of the All Boys Dance project. This is a fantastic opportunity which the boys are really enthusiastic about. Class 3 will be accessing The Trust Woodland Skills Centre this term.

The governors were happy with this and raised no further questions.

## 8. Improvement Plan & Data Analysis (including "small cohort")

CB has a peer review with Abby Bassett (Head Teacher at Windmill Hill Academy) and Pippa Warner (Head of School at St Catherine's). The Monitoring Timetable is in line with the AIP and is working well. English, Writing, Capabilities, Curriculum and Geography will be monitored very shortly.

The five main priorities are:

1. to raise Maths cognition through 'Thinking Matters'
2. to develop curriculum fluency
3. to prioritise succession planning for school leadership
4. to implement new attendance procedures
5. to ensure effective governance is operational.

The Head was asked to explain metacognition and demonstrated this through slides which are displayed on the classroom wall. **Do the children understand metacognition?** Yes, they do, and they use this throughout the curriculum.

NTS tests, GAPs and practice SATS will be taking place soon.

Behaviour for learning is high and pupils engage well.

**How are you implementing 'Thinking Matters'?** The 'Thinking Matters' CPD cycle has started and all staff will fully engage in termly training.

**Is the Trust vision being embedded?** Yes, the Headteacher and subject leads are focussing on pupil outcomes as the main priority. We are creating opportunities for subject leads to undertake joint

lesson observations and work scrutiny in other An Daras schools. We're also adopting An Daras monitoring and evaluation procedures for judging the quality of teaching, learning and assessment in foundation subjects.

The governors were satisfied with this and raised no further challenges.

#### 9. **PPG Review & Next Academic Year Plan**

This was reviewed last June and MM is planning another visit in the Spring. The PPG Plan has been reviewed for this year and will be updated on the website.

#### 10. **Top 3 School Risks**

1. Falling Roll numbers
2. Transition of the school regarding replacement of three staff and impact within the community
3. Finance.

#### 11. **Safeguarding**

All KCSiE changes were made and policies reviewed in line with Trust policy. MM has taken DSL level 3 update. All governors have watched the KCSiE update video. The annual S175 was completed in the summer term at Central with the other Heads across the Trust.

#### 12. **Attendance**

The EWO (now called Attendance Officer) has visited the school and was happy with the attendance. Behaviour is mainly good across the school and there have been no exclusions.

#### 13. **Pre-School**

The pre-school is looking healthy with nine Children. EYFS Reception is six. All is going well.

#### 14. **Compliance**

CB and Emma Gooding (School Secretary) have taken Health & Safety training. GDPR is ongoing. **Will there be an issue when landlines are changed?** All phones are being replaced and will go to the wireless network. Staff will have mobile phones. **What back-up can be used if the signal isn't good in rural communities?** This will be discussed at Trust level.

#### 15. **Governor Monitoring and Training**

##### Governor Training

No recent updates.

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

##### Monitoring and Working Groups

- Improvement Plan Priorities Confirmation (MM/CB) – completed, report shared with governors
- Risk analysis to ascertain current top 3 risks (MM/CB) – *see item 10*
- Safeguarding (CB) - JB checked the SCR before she resigned and everything was compliant.

##### Monitoring and Working Groups for next term

- **Improvement Plan review (MM/CB)**
- **Website compliance / Online Safety (RH)**
- **Curriculum – Maths (MM)**
- **Safeguarding (CB/CH)**
- **SEND (CH)**
- **Computing (HH).**

#### **Chair's Meeting with CEO**

The Summer meeting with the CEO was very positive and the Autumn meeting will take place next week.

**16. Statutory Policies**

The Safeguarding Policy is due for review at this meeting (in alignment with Trust policy) for publication on the school website and all governors present were happy with this.

The Admissions 26/27 policy is on website for consultation (no changes from previous year) and the governors agreed this.

**17. Village Hall Contracts Update**

This is still ongoing but no contract is forthcoming from the Village Hall yet. Everything has gone quiet as far as the Village Hall is concerned.

**18. Any Other Business**

None.

**19. Date of Next Meeting**

The date of the next meeting is Monday 10<sup>th</sup> March 2025 at 5.30pm.

The meeting closed at 6.45pm.

**Ann Cullum**

**Local Governance Officer**

**Distribution List:**

Michelle Mitchell	– Chair/Co-opted Governor
Claire Bader	– Head Teacher
Hayley Howard	– Staff Governor
Ralph Hudson	– Co-opted Governor
Claire Hatwell	– Parent Governor

Will Hermon	– CEO
Steve Tavener	– Chair, Trust Board