



An Daras Trust
Igniting Curiosity Growing Capabilities

Coads Green Primary School

Coads Green
Launceston
Cornwall PL15 7LY
01566 782303

Email: acullum@andaras.org

Head Teacher – Claire Bader
Chair of Governors – Michelle Roberts

8/3/24

MINUTES

Spring Term Meeting 2024

Local Governing Board; Coads Green School

Monday 26th February 2024 / 5.30 pm at the School

1. Welcome and Apologies

Present: Michelle Mitchell (Chair), Claire Bader (HT), Jan Bartlett, Ralph Hudson, Hayley Howard, Claire Hatwell

In Attendance: Ann Cullum (Local Governance Officer).

2. Governor Resignation

Marina Pridham resigned on 8/2/24. CB will invite MP to an assembly by way of thanking her for her 20+ years of commitment.

New governors required. CB will focus on recruiting a new governor.

CH will take on EYFS.

3. Declarations of Interest Relevant to this Agenda

None.

4. Confirm Minutes of LGB Autumn 2023 Meeting (20th November 2023) and Matters Arising

The decision was made 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 12
- **Governor Training** – to be discussed in item 12.

5. Confidential Matters

CB raised confidential Trust and school matters which are recorded in the Confidential Minutes.

6. Head Teacher's Report

The Head's Report has been made available to all governors. Key points were raised. **Are all classes on track for this year?** The second data drop for this academic year took place on 5th February. Year 2 and Year 6 have now completed two practice papers in Reading, Spelling/Grammar and Maths. Year 2 data is very encouraging with most pupils already achieving ARE in all three subjects; Year 6 data is less strong, in particular with Spelling and Grammar. Mark Goodright (Year 3 Teacher) is tracking individual pupils to ensure gaps are addressed. KS1 and KS2 SATs papers are being internally scrutinised to monitor the progress and attainment of pupils. Years 1, 3, 4 & 5 will also undertake some test papers at the end of the Spring term. Lesson visits and additional monitoring remain focussed on curriculum developments – the priorities for this year will be Spelling/Grammar, Maths and Computing. A deep dive has taken place in Computing. Lesson visits have been planned to take place before the end of the Spring term. Read Write Inc. has been implemented for Spelling at KS2 and positive impact is being noticed in both lower and upper KS2. Thinking Matters is being implemented this academic year. **Please can you explain what is Subject Seven?** It's a brief

overview of all subjects with 7 categories which includes the Trust's new pedagogy criteria. CB is currently writing these for all subjects to reflect the Trust's Improvement Plan.

Have the SEND numbers increased? The number of SEND pupils has remained stable and is currently 18% (7 pupils). All Assess, Plan, Do, Review documentation will be reviewed in line with the Termly Learning Conferences which are taking place at the beginning of March. **What additional support is in place for SEND pupils?** All pupils on the SEN register receive either 1:1 or small group intervention. The SEN register has recently been reviewed to ensure adequate provision is in place. CB will do an Exceptions Report for SEN.

Is behaviour still good and how is poor behaviour dealt with? Behaviour across the school is good. Behaviour for learning remains high. Pupil engagement is good across the school and has been evidenced in internal leader monitoring. There have been no suspensions/exclusions nor any incidents of bullying since the last meeting. **Has attendance fallen over the winter and how do you deal with any persistent absences?** The latest attendance is 93.25%, which has fallen slightly but is still in line with the national average parameters. Many of our pupils have experienced some nasty bugs and illnesses recently. CB and EG continue to monitor this. The EWO visited in January and as a result of this visit, a reminder will be sent to all parents regarding their responsibility to ensure their child attends school.

Are the children involved in many extra-curricular activities? The School Council is currently on hold, however CB is currently completing training for the Rights Respecting Schools awards, so when this is up & running it will likely be the focus for the School Council. This is a very busy term regarding engagement in the community and taking part in wider school life: for instance Songfest rehearsals; a visit from Will Coleman of Go Cornish (an incentive to provide children with the opportunity to learn something of the Cornish language and heritage); pupils have attended a Trust Computing event; The Big Picture Art event and a 'Farm and Countryside' day at Wadebridge; ARENA will be providing Wild Tribe sessions in school this term on Friday afternoons; Class 2 will be accessing The Trust Woodland Skills Centre this term and Class 1 will visit in the Summer term. **Do you find that these activities improve pupil well-being?** Yes, pupil well-being is positive and is supported across the school. This term we have moved across to the SCARF scheme of learning for PHSE. Early feedback is very positive. A PSHE peer review was carried out in January and the report with the necessary follow up actions has been made available.

How is Pupil Conferencing monitored and used? Staff carry out Pupil Conferencing as part of their general monitoring. Class teachers and key Leads use Pupil Conferencing to gather information regarding learning as part of the new capabilities and Visible Learning curriculum. Weekly class forums are held to gather views about the pupils' learning.

Is this classed as a rural school? Yes, but demographically it is very varied as some pupils come from quite far away.

CB shared the Term Dates for 2024-25, which were agreed by all governors, and CB will put these on the school website.

7. Improvement Plan

CB is meeting Jo Callow (Trust Deputy CEO) next month and the AIP will be reviewed then - carry forward. MM will involve RH with the data. The number of PPG pupils has increased and provision was recently reviewed. The most up to date information can be found in the PPG documentation on the school's website. Staff CPD opportunities have been mapped and are in line with the AIP.

8. Safeguarding

MyConcern is regularly reviewed by CB and Emma Gooding (School Secretary) to ensure safeguarding concerns are actioned immediately, if required. CB and EG have completed the

Designated Safeguarding Lead Refresher course. A meeting is taking place this term with the Trust and other schools when the annual S175 will be completed. This meeting is the peer cycle review and CB suggested discussing Safeguarding after this meeting. **JB will look at the SCR and CB will meet with JB to discuss the S175– carry forward.**

9. Review Vision & Ethos

This was reviewed at beginning of the Autumn term and is on the school website. Vision and values are aligned with the Trust vision and values.

10. Pre-School/EYFS Statutory Framework

EYFS and pre-school provision is satisfactory.

11. Compliance

There have been a couple of phishing emails which were forwarded to ICT4. All staff have completed GDPR. Ray Clarke has completed the Health & Safety inspection.

12. Governor Monitoring & Training

Monitoring Visits

- P.E. Review – MM to forward to RH – completed
- PPG Review – CB to forward Plan to MM – completed and on website
- **EYFS – CH will meet with HH – carry forward**
- **Improvement Plan Review (MM) – to be completed after MM meets with JC – carry forward**
- **Website Compliance (CB) – carry forward**
- Online Safety (CB) – completed, there is a very water-tight system in place
- **Curriculum – Maths (MM) – carry forward**
- **Safeguarding (JB) – see item 8 – carry forward.**

Monitoring for Next Term

- **Improvement Plan review (MM)**
- **Next likely Improvement Plan priorities (MM)**
- **PPG impact and provision for next year (MM)**
- **PE impact and provision for next year (MM/RH)**
- **Safeguarding (JB).**

Governor Training

Prevent – CH 22/11/23

GDPR – MM 4/12/23, CH 22/11/23

Cyber Security – CH 8/1/24, RH 18/1/24.

GDPR training now needs to be renewed annually.

All governors confirmed that they have received and read the ADMAT Termly Safeguarding Update as part of their ongoing Safeguarding training.

Governor Training Overdue – to be completed as soon as possible

JB to complete Cyber Security and GDPR training.

RH to return completed Skills Audits to AC.

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

Chair's Meeting with CEO.

The 3-year plan was discussed and other matters as recorded in Confidential Minutes.

13. Policies for Review

Governors agreed the Accessibility Policy/Plan.

The SEND, First Aid and Behaviour Policies are due for review at the next LGB meeting.

14. Village Hall Update

CB shared recent updates and activities. The situation is ongoing. **Does the school really need to use the hall?** Even though school numbers are falling, the school still needs the hall for activities and receives DfE funding for its use.

15. Any Other Business

(Brief matters for notification only)

Parental Surveys have been carried out and results will be available for the next LGB meeting.

16. Date of Next Meeting

The date of the next meeting is Monday 24th June 2024 at 5.30 pm.

The meeting closed at 6.40pm.

Ann Cullum

Local Governance Officer

Distribution List:

Michelle Mitchell	– Chair/Co-opted Governor	Will Hermon	– CEO
Claire Bader	– Head Teacher	Steve Tavener	– Chair of Trust Board
Jan Bartlett	– Co-opted Governor		
Ralph Hudson	– Co-opted Governor		
Hayley Howard -	– Staff Governor		
Claire Hatwell	– Parent Governor		