



An Daras Trust
Igniting Curiosity Growing Capabilities

Coads Green Primary School

Coads Green
Launceston
Cornwall PL15 7LY
01566 782303

Email: governance@andaras.org

Head Teacher – Claire Bader
Chair of Governors – Michelle Roberts

25/11/22

MINUTES

Autumn Term Meeting 2022

Local Governing Board; Coads Green School

Monday 21st November 2022 / 5.30pm start at the School

1. Welcome and Apologies

Present: Michelle Mitchell, Clair Bader, Oliver Stephens, Ralph Hudson, Jan Bartlett

In Attendance: Ann Cullum (Local Governance Officer)

Apologies: received from Marina Pridham and Hayley Budge.

2. Declarations of Interest Relevant to this Agenda

Governors' annual Pecuniary Interests declaration form received from all except HB. **CB will Email HB for this.**

3. Chair Election

All governors present agreed that MM should continue as Chair for another year and HB had confirmed her agreement by Email.

4. Governor Administration

All governors confirmed that they have read the following documents and agreed to abide by them: Code of Conduct, KCSiE, Health & Safety and school Safeguarding policy.

5. Confirm Minutes of LGB Summer Meeting (20th June 2022) and Matters Arising

The decision was made to accept the previous Minutes as a true and accurate record of meeting. The Chair signed a copy.

Governor Monitoring – *as listed in item 15*

Governor Training – *as listed in item 15.*

6. Confidential Matters

None, except to report that the Ofsted grade is anticipated shortly and Open Day will be planned as soon as this is received.

7. Headteacher Report

The Head's Report has been made available to all governors.

After submitting her report, CB learnt that there is a new family with 3 boys starting after Christmas.

Significant work regarding Visible Learning is being embedded across the school. Visible Learning continues to play an important role in positive outcomes.

Monitoring by leaders is reflecting positively across the school.

After significant involvement with Ofsted preparation and a comprehensive report from the Head Teacher, the governors had no challenges at this time.

8. Improvement Plan

No changes have been made to the Plan. Writing, Maths, Visible Learning are the same.
The AIP has been made available to all. No questions were raised.

9. School Top 3 Risks

Current top 3 risks are:-

1. Finances(due to lack of surplus funds and falling roll). (CB received an Email from Cornwall County Council asking if the rent would increase, but this will be a Trust decision.)
2. Meeting the demands of broader capabilities curriculum
3. Mobility of pupils

10. Safeguarding / Health & Safety

All governors have read the updated KCSiE document. No issues were reported with safeguarding. Ofsted commented that the school Safeguarding Policy was effective and recognised that the governors and Trust monitored procedures diligently.

11. Attendance/Discipline/Behaviour/Exclusions

Attendance is 94%, which is an improvement on earlier in the term.

There were no exclusions.

No reported incidents of behaviour issues/bullying. Behaviour across the school is good.

Discipline has been applied in accordance with school policy.

Taking the above into account, the Governors were content and had no challenges.

12. Pupil Voice

The school council is operating effectively. The recent Children in Need appeal raised over £80.

Playground Leaders are working well.

The school will introduce Eco Warriors which will tie in with the Climate Change study, probably starting with year 2 pupils.

The children have a good understanding of what it means to be Cornish.

The Governors were content that pupils are engaged and had no challenges at this time.

13. Compliance

Report by exception: Cyber Security, GDPR, Health & Safety, Website

All these are in hand. Before the end of the Autumn term Ray Clarke will be visiting the school for a Health & Safety visit with the School Secretary.

CyberSecurity training is in hand.

All staff are compliant with Safer Recruitment and confirmation will be sent to AC for recording.

14. Ofsted Visit

Ofsted visited the school on 19th & 20th October 2022

The final report hasn't been received yet but it was a positive experience. Unfortunately CB was unable to say any more at the time. CB thanked the governors for their support. Triangulation appeared to be very important as the Inspector frequently referred back to this.

15. Governor Monitoring & Training

Monitoring/Visits

Timings went a little awry due to Ofsted.

- PE review at the end of the summer term (RH) was completed by MM and CB. This will need re-doing in the next summer term
- PPG review took place at the end of the summer term (MM) . Report received
- Writing (MM) will be looked at after Christmas. Leadership & Management was completed instead, which took priority - **carry forward**
- Planning and problem solving (RH) - this has been looked at and recorded in the AIP
- **VL & pupil conferencing (HB) - carry forward**

- SEND (MP) MP visited the school on 19/10/22 and observed how year 1 children had transitioned to year 2
- **Safeguarding (JB) - carry forward to Spring term**
- RH attended a meeting in Launceston regarding Climate Change, which was very thorough and at a level the school could engage with. **What is the school's position with this?** CB advised that this is being looked at and aligned to the current curriculum. This should be launched in the Spring term.

Agree Monitoring and Working Group for next term:

- Improvement Plan priorities
- Website Compliance
- Online safety
- Curriculum
- Safeguarding

MM and CB will arrange a mutual date with the governors for the Working Group to look at the areas identified.

Governor Training

JB - Safeguarding, Prevent 29/6/22, KCSiE 18/10/22;

RH – KCSiE 29/9/22, CyberSecurity 21/11/22;

OS – Child Protection Refresher 8/9/22.

MM – CyberSecurity, Safer Recruitment 1/11/22.

MP and HB to complete Prevent training as soon as possible.

Networking Evening (NS Ofsted presentation) on 12/9/22 attended by: MM

Follow-up Discussion Evening on 10/10/22 attended by: RH.

Cyber Security to be completed before the end of December 2022.

AC has sent details to all governors.

There have been problems with access to the Cyber Security Training. AC will investigate this and if governors are still unable to complete the training please let her know.

Outstanding bios and photos required for MP and JB soon as possible.

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

Chair's meeting with CEO.

MM met with WH last week and the following points were discussed:-

EYFS and Pre School update which will also be in the Ofsted report.

Curriculum effectiveness.

Local Governance – no plans for change for at least the next 2 years. **What would happen when MM steps down as Chair?** This will be addressed.

The Trust is working to support the new programme of Climate Change.

Sites and buildings update – the hot water is problematic as a thermostat needs replacing.

Infrastructure of IT - Funds are available from the DfE for any required updates, which is being handled through the Trust.

What is the protocol in the event of a serious security breach? Is there an emergency telephone number for ICT4? AC will enquire about the correct procedure.

Equality & Diversity is to be updated to include LGBTQ+ . **How are Trans children treated with regards to competing in sports?** Primary children are allowed to compete with the gender they prefer. **Are there any such situations in Coads Green School?** No, there aren't.

16. **Policies (Statutory policy cycle)**

Policies for review:

- Admissions - Approval for 24-25, out for consultation and on the school website
- Behaviour Policy is on website

- SEND Offer and Policy reviewed until September 2023
No problems were reported and the governors were content with the new policies.

17. Any Other Business

None.

18. DONM

Date of next meeting is Monday 27th February 2023, 5.30pm, at the school.

The meeting closed at 6.30pm.

Ann Cullum

Local Governance Officer

Distribution List:

Michelle Mitchell – Chair/Co-opted Governor

Claire Bader – Head Teacher

Jan Bartlett – Co-opted Governor

Hayley Budge – Parent Governor

Oliver Stephens – Staff Governor

Marina Pridham – Co-opted Governor

Ralph Hudson – Co-opted Governor

Will Hermon – CEO

Steve Tavener – Chair of Trust Board