



**An Daras Trust**  
Igniting Curiosity Growing Capabilities

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

Email: [governance@andaras.org](mailto:governance@andaras.org)

Head Teacher – Claire Bader  
Chair of Governors – Michelle Roberts

06/07/2020

**Minutes – Summer Term Meeting 2020**  
**Local Governing Board; Coads Green School**  
**Monday 6<sup>th</sup> July 2020/4pm start at Coads Green Village Hall**

**1. Welcome and Apologies**

**Present:** Michelle Roberts (Chair), Robert Crowther (Vice), Marina Pridham, Jan Bartlett, Hayley Budge, Oliver Stephens, Claire Bader (Head Teacher)

**Apologies:** Hayley Perring, Carolyn Marshall

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

None.

**3. Confirm Minutes of LGB Autumn Meeting (2<sup>nd</sup> Dec 2019) and Matters Arising**

- Chase up progress on server specification (TM). *Chased and email updates provided at the time to CB & MR. Complete, see item 7.*
- Carry forward 2 policies – First Aid and Children with Health Needs Who Cannot Attend School (CB). *These statutory policies were approved and are on website.*

No actions from the confidential minutes. Decision was made to accept the minutes as a true and accurate record of meeting and the Chair to signed a copy.

**4. Current Situation Update**

CB updated on numbers of pupils in school. She thanked the staff for the high quality remote learning offered to pupils over this time. The risk assessments for having more children back in school from 1 June 2020 are working well and are updated weekly. The Trust CEO has visited to ensure all appropriate measures are in place and the Chair of the Trust Board is visiting the school on 7<sup>th</sup> July 2020.

There have been no safeguarding issues. Staff and pupil welfare have been monitored and on the whole has been good, except for the uncertainty surrounding the Covid 19 situation. The Chair of Governors and Head have been in regular contact throughout this period. Staffing has been manageable and CB noted that the staff have worked as a great team to get through this difficult time.

The Chair noted that the staff have worked extremely hard and been very adaptable to this situation, that the provision for key worker children was very welcome and the flexibility to provide educational provision of varying types to the remaining children is a credit to the staff. The Chair formally noted thanks to the Head and staff on behalf of the governing board.

The governments additional catch up funding was discussed and that this will be spent in the Autumn term.

**5. Future Plans and Recovery**

The Head noted that attendance will be compulsory in September. As far as possible the measures will include social distancing, frequent hand washing, class bubbles and minimal mixing of groups. Start, finish and lunch times will be staggered. Each class will have its own entrance and exit, and visitors will be kept to a minimum and only if essential. In essence, the model being used at the moment will be used but on a larger scale.

The curriculum will be based on 'recovery curriculum principles' which is based on supporting the children both educationally and emotionally to ensure their learning is monitored and where necessary recovered in a supportive way.

A governor queried how many are leaving to go to college and whether there are any transition activities. OS explained a few things that have been done by Callington college for 2 pupils but there hasn't been much provided by Launceston college. This will be monitored and chased up.

A governor queried what is being done for transition into CG school and CB explained.

**6. Staffing Matters**

The budget has been set without having to change any staffing arrangements. CB noted that the class teachers remain the same but there is no internal movement because of the change of class sizes. The classes were confirmed as follows:

Class 1 – Pre School, Reception and Year 1

Class 2 – Years 2 & 3

Class 3 – Years 4, 5 and 6

**7. ICT Provision & Internet Access**

It was noted that the IT provision has improved but that a considerable amount of money has been used to fund it. The Chair raised a concern that although the IT provision is much better, it remains of limited use if it keeps cutting out. She requested that OS maintain a record of the times that it cuts out as far as possible so that evidence of this can be gathered. CB will also look at whether there is a possible fast fibre connection in the village.

**8. School Sessions/Timings and Term Dates**

Dates are compliant with session times and approved. Inset dates are set but the Autumn term date set as a MAT inset will now be a school inset as it is not considered wise for teachers to training in larger groups from other schools at this time.

**9. Any Other Business**

It was confirmed that CB will remain as SEN co-ordinator for the time being. SEND local offer is up to date and on the website.

RC noted that he has been a member of the LGB for almost 4 years and due to other commitments, he needs to reluctantly step down from being a governor. On behalf of the remaining governors, the Chair noted a huge thanks to RC for all that he has contributed to the LGB, particularly his time as Vice Chair and his assistance as curriculum lead for English.

This leaves one vacancy for a co-opted governor and it is hoped to recruit a new governor in the Autumn term.

## 10. DONM

It is planned to return to an informal working group in the first half of term and a formal meeting in the second half of term on Monday 30<sup>th</sup> November at 6pm. However, given the current situation, this is a long way off and it may be decided to have a short meeting at the end of Sep or early Oct to check on progress and then take it from there. Meetings can be in person in a socially distanced manner or via zoom. Governors are requested to be flexible for next term as we see how the Covid 19 situation pans out.

Monitoring visits depend on the latest guidance but common sense says these should be kept to a minimum. However, it is possible to remotely monitor certain aspects such as safeguarding.

Meeting closed at 4.40pm.

TJH Martin  
ADMAT Governance Officer

### Distribution List:

Michelle Roberts – Chair/Co-opted Governor Marina Pridham – Co-opted Governor Jan Bartlett – Co-opted Governor Carolyn Marshall – Co-opted Governor Hayley Perring – Parent Governor	Hayley Budge – Parent Governor Oliver Stephens – Staff Governor Claire Bader – Head Teacher Will Hermon – CEO Graeme Barriball – Chair of Trust Board
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