



**MINUTES of the TRANNACK LGC MEETING**

**Tuesday 11<sup>th</sup> July 2023 4.30pm @ the school**

Item	Subject	Action	
1	<p><b>Governors present:</b> (V = virtual attendance)</p> <p><i>Ray Ashmore (RA)</i>  <i>Sarah French (Executive Headteacher) (SF)</i>  <i>Joanna Hart (JH)</i>  <i>Debra Hoskins (DH)</i>  <i>Loveday Jenkin (L) Vice Chair</i>  <i>Andy Ross (AR)</i></p> <p><i>Also present:</i>            Adam Boyes, Class teacher/HOS from Sept 23 (AB)            Pat Nicholas – Governance Professional (PN)</p>	<p>Apologies:</p> <p>None.</p>	
2	<b>Conflicts of Interest</b>		
2.1	Staff governors declared an interest as paid members of staff. No new interests were declared.		
3	<b>Approval of minutes from the last meeting 25.4.23</b>		
3.1	The minutes of the meeting held on Tuesday 25 <sup>th</sup> April 2023 were agreed as an accurate record and signed by the Vice Chair.		
4	<b>Matters arising</b>		
4.1	<p>Q: What steps are being taken to support staff wellbeing?            A: Supply is used to cover absence, however, there is no budget for additional staff. Staff wellbeing will be a focus at the handover meeting with TL for September 2023. SF explained that not all absence is related to work stresses, but any absence has an impact on the remaining staff.</p> <p>Q: Are levels of SEN high?            A: The numbers of EHCP pupils is in line with national averages. These children are funded by the school up to £6,000 (as are any children with additional needs). The school receives top up units for EHCPs and is able to choose how these top up units are spent.</p>		
5	<b>Head teacher's report-verbal</b>		
5.1	The Ofsted report has been published and the school is very pleased with the 'good' judgement. SF feels the report is a true reflection of the school.		
5.2	<p>SF attended a meeting with the EWO (Education Welfare Officer). The school's figures appear high in relation to national averages, but if you remove the absences for medical needs and other similar absence then the numbers are closer to national averages.</p> <p>Q: Does the attendance of the children with medical needs affect the in-school class competition?</p>		

	A: No, this attendance information is taken out of the class and house competitions.	
5.3	Governors discussed the staffing next year and the class structure. Governors informed about LM's absence, and that TL will step up to manage the headship of the 5 schools until LM returns.	
5.4	The KS2 SATS results were circulated: SF informed the meeting that the children had performed well. All children took the test, and governors offered their congratulations to the Y6 children.  Governors offered thanks and gratitude to the school team for pulling together through the inspection. Staff expressed thanks to Crofty MAT for their support.	
5.5	SF informed governors that the recent residential to Bristol, along with children from Sithney School, was a huge success and the children were amazing, a real credit to the school. Members of the public also commented on their good behaviour.	
	LJ thanked SF for her report.	
<b>6</b>	<b>Pupil outcomes and the curriculum</b>	
6.1	Covered under item 5: head teacher's report.	
<b>7</b>	<b>Safeguarding</b>	
7.1	Covered under item 5: head teacher's report.	
7.2	The s157 has been submitted.  AB attended a DSL network meeting; the Trust is in discussion about changing from MyConcern to another safeguarding programme for all schools.  Lisa Barnett will be Deputy DSL from Sept. TL will take on the role of DDSL for the 5 schools as required, until LM returns.	
<b>8</b>	<b>Governor monitoring</b>	
8.1	Agenda planner.  PN explained the plan for monitoring over the coming year, and the responsibilities of governors. Governors present agreed that they would prefer a clear plan, rather than an outline guide to monitoring.	
<b>9</b>	<b>Governor training</b>	
9.1	Induction training – the next training will take place on Tuesday 3 <sup>rd</sup> October 2023 at Tolvadden. 5-6pm.	
<b>10</b>	<b>Trust updates</b>	
10.1	<b>New headship arrangements from September 2023</b>  Covered under item 5: head teacher's report.	
10.2	<b>Board minutes 16<sup>th</sup> May 2023</b>  The minutes were received and noted.	
10.3	<b>Expenses policy</b>  The Travel and Expenses policy was received and noted.	

<b>11</b>	<b>Governors impact on the pupils</b>	
11.1	<ul style="list-style-type: none"> <li>● Monitoring staff wellbeing by keeping in touch regularly with the staff and Head of School.</li> <li>● Monitoring SATS administration through involvement in the KS2 SATs.</li> <li>● Supporting staff and senior leaders throughout the Ofsted inspection and by attending during the school residential.</li> <li>● Having a direct impact on the pupils by assisting the school to find additional learning space by helping to clear out the library.</li> </ul>	
<b>12</b>	<b>Feedback to the Trustees</b>	
12.1	<ul style="list-style-type: none"> <li>● Governors wished to acknowledge the hard work done by the school reflected in the latest Ofsted inspection judgement.</li> <li>● Could the Chairs meeting dates be circulated in a timely fashion, including any changes?</li> </ul>	
	<b>AOB</b> None.	
	<b>Dates of next meetings:</b> Tuesday 26 Sept 2023 5pm Tuesday 14 Nov 2023 4.30pm Tuesday 23 Jan 2024 4.30pm Tuesday 12 Mar 2024 4.30pm Tuesday 30 Apr 2024 4.30pm Tuesday 18 Jun 2024 4.30pm	
	Meeting finished at 6pm.	