



MINUTES of the TRANNACK LGC MEETING

Tuesday 26th September 2023 5pm @ the school

Item	Subject	Action
1	<p>Governors present: (V = virtual attendance)</p> <p><i>Joanna Hart (JH)</i> <i>Debra Hoskins (DH)</i> <i>Loveday Jenkin (LJ) Chair</i> <i>Andy Ross (AR) Vice Chair</i></p> <p><i>Also present:</i> Adam Boyes, Head of School (AB) Pat Nicholas – Governance Professional (PN)</p>	<p>Apologies:</p> <p><i>Ray Ashmore (RA)</i></p>
2	Conflicts of Interest	
2.1	Staff governors declared an interest as paid members of staff. New forms were signed by the governors present.	
3	Election of Chair	
3.1	<p>Following discussion, AR and LJ agreed to stand as Vice Chair and Chair respectively, but only for the short term, pending the recruitment of additional governors, and a commitment to succession planning.</p> <p>LJ was nominated as Chair; the nomination was accepted, seconded and the vote was unanimous.</p> <p>AR was nominated as Vice Chair; the nomination was accepted, seconded and the vote was unanimous.</p>	
4	Approval of minutes from the last meeting 11.7.23	
4.1	The minutes of the meeting held on Tuesday 11 th July 2023 were agreed as an accurate record and signed by the Chair.	
5	Matters arising	
5.1	There were no matters arising.	
6	Head teacher's report-verbal	
6.1	<p>There had been several staff changes, and the new staff have settled in well.</p> <p>A new secretary has been appointed to cover the office on Wednesdays.</p> <p>TAs are now based in one class, instead of switching between classes to work one to one with pupils.</p> <p>Given that the school budget is very tight, the school will be covering for absence in house as much as is possible, rather than using supply, which is very costly. AB explained that it is also better for the children to be working with familiar adults.</p>	

6.2	The collaboration with the other Hub schools is already working well, given that it has been a short time.	
6.3	The SDP plans are a work in progress for the schools, and the priorities are similar. That said, Linda May (LM) wants the Hub to be a group of individual schools and not a 'one school on 5 sites' set up.	
6.4	<p>NOR (number on roll) is 60 (56 plus 4 in the preschool), against 72 in September 2022. The PAN is 12.</p> <p>Q: What can the school do to increase numbers? A: Sadly, the preschool doesn't bring additional children in. The best way is to establish and promote the reputation of the school. Trannack is known for its SEND provision, so some families apply for that reason, but depending on the level of needs, the school can't always accept them.</p> <p>Q: Is there a NOR where the viability of school would be questioned? A: The decision would lie with the Crofty Trustees.</p> <p>Q: Are the preschool children currently on roll likely to join the school? A: Yes.</p> <p>Q: What is the maximum number of children that the school could have in preschool? A: This depends on the numbers in the EYFS class.</p> <p>Q: What are the levels of SEN? A: 25% across the school, which is much higher than average. There are currently 3 pupils with EHCPs, another two 2 who are likely to have their application approved, and a further 2 going through the process.</p> <p>Q: What about levels of pupil premium? A: 43%, against a national average of 25%.</p>	
6.5	Attendance is at 94% so far, overall attendance was 93% last year. Governors discussed the Crofty attendance policy.	
6.6	Lisa Barnett is DDSL (along with Linda May) and will complete the training. AB is the DSL.	
6.7	All staff have completed the H&S training. The site risk assessments have been updated following a staff accident in the previous week.	
6.8	Building work on the roof was completed. There is a problem with damp in the hall which will be rectified in the half term break. Insulation has been put in the loft space, the ceiling tiles replaced, and LED lights fitted.	
6.9	Special attention is being paid to the learning environments with lots of areas cleared of equipment and displays replaced.	
6.10	CPPD is taking place across the Hub schools. Performance management for teachers will focus on small goals, and is no longer based on results. The concept of 'Big shifts' was explained.	
	LJ thanked AB for his report.	

7	Pupil outcomes and the curriculum	
7.1	<p>Covered under item 6: head teacher's report.</p> <p>Curriculum schemes have been bought in for computing and music and are working well.</p> <p>Q: Are these the same over the five schools? A: No, but there are financial benefits if schools wish to work collectively.</p>	
8	Safeguarding	
8.1	<p>Governors were reminded of the importance of the Keeping Children Safe in Education document 2023. Governors present signed a declaration to show that they had read and understood Part Two of the document...' The Management of Safeguarding: The responsibility of governing bodies, proprietors, and management committees.</p> <p>The main changes in the document are.</p> <ul style="list-style-type: none"> • Filtering and monitoring of internet access for children. This is managed by Crofty IT, so the school expects an update soon. • Children absent from education, i.e., children known to schools but not attending, as opposed to children missing in education. <p>Governors were reminded that recruitment now involves online searches. AB also explained the updated Evacuation/Invacuation policy.</p>	
8.2	Recent Ofsted inspections at other Trust schools have highlighted the need for all TAs to undergo a prohibition check for safeguarding purposes.	
9	Governor monitoring	
9.1	<p>Agenda planner.</p> <p>PN offered to share a completed agenda planner, to assist the LGC in their own monitoring plans for the year.</p>	
9.2	SEND monitoring and pupil premium monitoring will be carried out this term.	
10	Governor training	
10.1	Induction training – the next training will take place on Tuesday 3 rd October 2023 at Tolvadden. 5-6pm.	
10.2	The Trust is hosting a governor conference Saturday 30 th September from 9am – 12.30pm at Treloweth School. Flyers had been circulated and governors were encouraged to book their place.	
11	Trust updates	
11.1	None.	
12	Governors impact on the pupils	
12.1	<ul style="list-style-type: none"> • Monitoring staff wellbeing by keeping in touch regularly with the staff and Head of School. • Ensuring effectiveness by actively recruiting new governors, and by offering a commitment to succession planning. • Supporting the work of the LGC by ensuring that the offices of Chair and Vice Chair are filled. 	

13	Feedback to the Trustees	
13.1	The Trannack LGC wishes to learn how Mr Taylor, the recently appointed Trust SENDCo, is going to support schools, especially schools such as Trannack who have exceptionally high numbers of children with additional needs.	
	AOB With six months to go before the next 'Coose Trannack' cross country event, governors asked about the availability of community chest funding. JH offered to provide a full breakdown of last year's costs. LJ suggested that FTS apply for other funding from across the South Kerrier network.	
	Dates of next meetings: 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 6.35pm.	