



St Mary's Church of England School, Truro

Full Governing Board

Thursday 16th May 2024

Minutes (Summer Term 1)

GOVERNORS PRESENT	
NAME	ROLE
Mr Nigel Machin	Chair
Mrs Mary Ann Trethewey	Governor
Mrs Louise Stevenson	Governor
Reverend Andy Boorne	Governor
Miss Kim Rundle	Governor

OTHER ATTENDEES PRESENT	
NAME	ROLE
Mrs Laura Calcraft	Clerk

APOLOGIES	
NAME	ROLE
Mr Bill Robinson	Governor
Mr Simon Treganowan	Governor

COLOUR CODE	
BLUE	Governor Challenge Question
GREEN	Governor Comment
RED	Action

ACTION WORKSHEET				
NO	AGENDA ITEM DESCRIPTOR	ACTION	RESPONSIBLE PERSON	STATUS
Summer Term 1	14. Governor Monitoring Visits	Dates to be circulated	Mrs Stevenson	Pending
Summer Term 1	12. Governor Training	Governor Information Sheet to be updated	Mrs Calcraft	Pending
Summer Term 1	5. Geography Lead Update	Circulate geography progression map	Mrs Calcraft	Pending
Spring Term 2	7. Attendance Update	Investigate holiday attendance data for Cornwall	Mrs Stevenson	Pending
Spring Term 2	3. Matters Arising	Arrange further visit to Rainbow School	Mrs Bray	Pending
Spring Term 1	13. Governor Training	Governors to complete Prevent training if not already done so	Governors	Pending
Autumn Term 2	10. Safeguarding	Governors to complete the KCSIE quiz if they have not already done so.	All Governors	Pending
Autumn Term 2	3. Matters Arising	Share validated SATs data	Mrs Bray	Complete
Summer Term 2	5. Academisation	To investigate putting a covenant on the land	Mrs Bray	Pending
Spring Term 1	5. Governor Training	Research into governor training on school exclusions	Mrs Bray	Complete

Part 1

1) **Apologies:** Mr Robinson and Mr Treganowan

2) **Interests in matters to be considered at the meeting**

No additional interests were declared at the meeting.

3) **Minutes of the last meeting**

I) **Matters Arising:** Mrs Stevenson is currently awaiting information from Cornwall Council regarding investigating holiday attendance data for Cornwall. **She will feed this back at the next meeting.**

It was agreed that arranging a further visit to a Rainbow MAT school would be postponed to Summer Term two.

II) **Approval:** The previous minutes were unanimously agreed and ratified.

4) **Committee and Working Groups:**

I) **Finance and Personnel/Premises:** Following the previous Finance Committee meeting, a balanced budget has been submitted to Cornwall Council. This included a ringfenced amount from the school reserves for restructuring and the EYFS outdoor area. This plan has been submitted to Rainbow MAT.

II) **Curriculum and Policies:** The following policies were circulated prior to the meeting to be reviewed: School Uniform Policy, Whistleblowing Policy, PSHE Policy and Behaviour Policy. Some minor amendments were suggested. Subject to these amendments being made, all policies were approved.

5) **Geography Lead Update:** Mrs Stevenson and Mr Dempsey are joint Geography Leads. At this meeting, Mrs Stevenson updated the group on recent progress. She shared the progression map with curriculum intent. **Mrs Calcraft to email the document to Mr Robinson and Mr Treganowan.** The document has key concepts linked to research. It illustrates what is taught in each year group and detailed descriptions of termly learning. The focus is on retrieval. The school has developed learning ladders with key concepts and visual aids. The school has also developed a school teaching model this year which is based on pedagogical research.

A Powerpoint presentation was then shared with the group created for a history lesson. It compared Mayan civilisation (current topic) with the Vikings (previous topic). The way the lesson was taught was described. Children are given more opportunities to be creative in the way they work. The feedback from the children has been very positive. Some of the more able children liked the fact that there is no ceiling to their learning.

The school has created leaflets for staff that links the effective teaching and learning to the research. Governors were invited to attend and watch the teaching model in practice.

A Governor asked if the school buy into a Geography scheme? No, but subscriptions have been purchased for Digimaps and the Royal Geographical Society which are both created by professional bodies.

6) School Improvement Plan: Mrs Stevenson said that her plan is to assess the School Development Plan in preparation for the start of the next academic year. The Senior Leadership Team have started to RAG rate against objectives. Reading is going really well, and the school has seen some real progress in children with SEND. The school are breaking down barriers for those children who have not made as much progress.

Until we receive validated results, we won't know if we need to change the priorities. However, English and Maths will always be high priority. Academisation may alter some of the priorities.

Fidelity to the Maths scheme is strong. Miss Rundle has been coaching staff to ensure non-negotiables are in place and staff find this very helpful. Star Maths benchmarks half-termly assessments to give a wider context. We have spent time on supporting associate teachers using Direct Classroom Connection, creating working walls and online resources.

A Governor asked what working walls are? It is a display of current work that the children are doing so that they can use examples to help them learn.

The aim is to have an embedded plan for curriculum objectives and learning walks and observations are used to ensure this. Curriculum needs are targeted through middle leadership time. External visits and internal moderation have evidenced the reach of the curriculum. We have had a lot of external visitors to assess and support with our SEND provision. The lowest 20% pupils have been monitored by the School Improvement team for Rainbow MAT.

Personal Development for children has had a big impact.

A Governor asked if there was an idea of how the reading and maths had gone in the SATs? We felt our children were happy with the assessments. Mr Dempsey was extremely well prepared. We ran a breakfast club to settle the children each morning and held a yoga class mid-week. A lot of hard work was put in to ensure the children were emotionally supported. **A Governor asked when the results are available?** They will be released in July, but the validated results will not be available until September.

A Governor asked if there has been much feedback from parents? We have received contact from a parent with a query which was resolved. SATs administration was discussed.

7) Attendance Update: Our Education Welfare Officer visited for a monitoring visit which was held with Mrs Jenkin. She was happy that the administration was very efficient. She recommended a half-termly attendance review where we will look at the trends over three years. **A Governor asked if attendance was improving?** Yes, there has been a cultural change in taking holidays. We now have several families who have applied for holidays which will trigger a penalty notice. **A Governor asked if any parents have paid a fine yet?** We have had one penalty notice applied due to persistent lateness. The school were notified that the penalty notice has been applied and were also copied into a reminder that it had still not been paid. **A Governor asked if other schools in Truro were applying penalty notices?** This would depend upon their own attendance policy. Attendance comes under safeguarding and therefore we need to ensure that we are doing everything we can to address this. The policy has been

really clearly communicated with all families and we have ensured the wording is as clear as possible.

Mr Machin noted that it was positive that attendance figures were rising.

8) Multi-Academy Trust Update: The aim is to join on 1st June. We have done all we can in the process as have Rainbow MAT. **A Governor asked how the structure with interim Assistant Headteachers is going?** They are doing really well, and we have received great feedback from the Rainbow School Improvement Team when they conducted a teaching and learning audit.

9) Health and Safety: Recent repairs have been made to the vehicular access gate and will be made to the car park barrier to ensure they are in full working order.

10) Safeguarding: The S175 review will be taking place after half-term in conjunction with Archbishop Benson School.

There has been one fixed-term exclusion this half-term.

The school has received one ViST which was then followed up by a phone call from MARU. The case has been closed. **A Governor asked if we were happy with the outcome?** Yes.

All CiC and CP meetings have gone well.

11) Wellbeing and Mental Health: Mrs Stevenson informed the group that Miss Rundle was now the new Mental Health Lead. The mental health support around SATs was really good. SLT will be circulating another wellbeing survey to staff soon. It gives a snapshot in time of our staff wellbeing and if we are doing a good job as employers. Despite staff having a lot of challenge, they are very buoyant.

We have had to adjust our SEND staffing provision. It is not a reduction, but the pupils will be getting more interventions to create healthy learning habits. Staff have received it well, are understanding and supportive.

A Governor asked if we were still supporting staff wellbeing days, and will they still go ahead when we join the MAT? It is a school decision if we can manage within the budget and with capacity, and we would like to continue to offer these days if we can.

12) Governor Training: Governors were advised to take advantage of the training course offered on The Key which we subscribe to. **Governor information sheet to be updated.**

13) Governor Impact Document: We will be adding revisiting and approving the School Development Plan.

14) Governor Monitoring Visits: Mrs Stevenson suggested two monitoring visits for this term. All Governors will be invited to see the teaching model in action and the other visit will be to EYFS. It was suggested that we offer alternative dates to help Governors to attend. **Mrs Stevenson to circulate dates.**

Part 2 Confidential Matters: Nil.

