



St Mary's Church of England School, Truro

Full Governing Board

Thursday 14th March 2024

Minutes (Spring Term 2)

GOVERNORS PRESENT	
NAME	ROLE
Mr Nigel Machin	Chair
Mrs Nicola Bray	Headteacher
Mrs Mary Ann Trethewey	Governor
Mrs Louise Stevenson	Governor
Mr Simon Treganowan	Governor
Reverend Andy Boorne	Governor

OTHER ATTENDEES PRESENT	
NAME	ROLE
Mrs Laura Calcraft	Clerk

APOLOGIES	
NAME	ROLE
Mr Bill Robinson	Governor

COLOUR CODE	
BLUE	Governor Challenge Question
GREEN	Governor Comment
RED	Action

ACTION WORKSHEET				
NO	AGENDA ITEM DESCRIPTOR	ACTION	RESPONSIBLE PERSON	STATUS
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	15. Governor Visits	Circulate Rainbow school visits	Mrs Bray	Complete
Spring Term 1	15. Governor Visits	Circulate visit dates	Mrs Bray	Complete
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	Pending
Summer Term 2	5. Academisation	To investigate putting a covenant on the land	Mrs Bray	Pending
Summer Term 2	5. Academisation	Governors to visit existing Rainbow MAT schools	All Governors	Complete
Spring Term 1	5. Governor Training	Research into governor training on school exclusions	Mrs Bray	Pending

Part 1

1) Apologies: Mr Robinson

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: On Tuesday 12th March, Mrs Trethewey and Mrs Calcraft visited St Meriadoc CE Infant School to meet with the Headteacher, Sarah Wilkins, to gain an insight into being a Rainbow Multi-Academy Trust school. Mrs Calcraft wrote a report and shared it with the group. **Mrs Bray to arrange a further visit to a school who are part of the Trust.**

Mrs Trethewey and Mr Machin have submitted reports following monitoring visits on SIAMS and Maths.

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

4) Committee and Working Groups:

I) Finance and Personnel/Premises: The next committee meeting will be held on Monday 15th April 2024 where the priority will be setting the new finance budget.

II) Curriculum and Policies: After reviewing the Low Level Concerns policy, as per the Governor Audit of Actions, it will be shared with all staff via My Concern to read and sign to say they have understood.

5) Headteacher's Report: The report was shared with the group.

A Governor asked if any Rainbow MAT staff have visited to look at our school curriculum? Yes, we have had a visit from the Headteacher, Deputy Headteacher, English teacher and an ECT from one school to look at our English provision. They were very positive about our teachers, Miss Vowles and Mrs Insa-James, and are looking to incorporate our curriculum into their own.

A Governor asked if the interventions for the Year 6 pupils prior to SATS appear to be working? The school have conducted baseline assessments followed by interim assessments. Progress and initial data is looking good. Following taking part in an NTP intervention one child said, "I've done this in tutoring. It's really easy" which is good feedback.

A Governor asked how well the Teams links for pupils who struggle in class are going? Mrs Bray informed the group that this is called Direct Classroom Connection and the team have seen it working particularly well in Key Stage 1. The aim is to use the Nurture Classroom for foundation subjects in the afternoon. Core subjects are going really well. There have been some technological teething issues, but this has improved. To adhere to safeguarding, the pupils on the Teams link can't comment during the lesson, but they can send emojis to show it is going well. In the Nurture Classroom, the pupils use headphones with splitters. They can also access the teaching in another year group if this is more appropriate for their learning.

A Governor asked how pupil recruitment is going? Mrs Bray reported that our figures are looking good. We are awaiting the final allocations for the new intake in September. We currently have waiting lists for all classes. The group discussed population numbers. The aim is to continue with good results and maintain our good community relationships.

A Governor asked if staffing is looking stable? Mrs Bray answered that during the Covid pandemic there was not a lot of movement, but now there are more opportunities for staff again. This movement is being seen across schools in the County. She continued that the Associate Teacher pathways that have been created for support staff is going well and everyone is really excited. An email has been sent out to all families notifying them of this new scheme. The school also have an HLTA who will be starting a teaching apprenticeship in September.

Due to this being Mrs Bray's last Full Governing Board meeting, Mr Machin led the group in thanking Mrs Bray for her commitment to providing excellent and informative reports to the Board.

6) SFVS: Mrs Calcraft presented the SFVS information for the statutory return to the Board. The presentation will be attached to these minutes. Mr Treganowan thanked Mrs Calcraft for her work on this report.

7) Attendance Update: Mrs Stevenson informed the group that she had had a meeting with Mrs McLennan, Education Welfare Officer this term. Whole school attendance is currently 95.7%, the figure for Cornwall is 94.1% and the national average is 94.6%. The national average for illness is 3.3%, the figure for Cornwall is 3.5% and our figures are currently 2.8%. The national average for holidays is 0.5% and our figures are 0.7%. The lowest attendance in our school is currently our EYFS class where holiday is at 1%. All other classes are above national average for holidays. Illness is below national average in all classes. We need to continue with education of families to highlight impact of lost education time. **A Governor asked what the holiday data is for Cornwall? Mrs Stevenson to find out that data. A Governor asked what the data in the Headteacher's report is slightly different?** Mrs Bray said that her report was completed before the meeting.

8) Event Communication: Mr Treganowan reported that he had received feedback from parents regarding after school events. Mrs Bray said that Miss Rundle is now running Parent Group and that this has been put on the agenda as it is an operational item. The school ask teachers to give at least two weeks' notice or trips will not be able to go ahead. **A Governor asked if the Parent Group meetings were well attended?** It is growing in attendance.

9) Section 175 Action Point: Mrs Stevenson informed the group that the document will be reviewed in collaboration with another local school. Mrs Stevenson has completed the advanced Prevent training. Miss Rundle will be completing the updated staff induction by the end of the week. The school are investigating holding an online safety workshop for parents and are considering the best format. The Governors have completed a Jigsaw lesson visit and found it very useful.

10) Health and Safety: Nil to report.

11) Safeguarding: Nil to report.

12) Staff Wellbeing: Staff are continuing to access wellbeing days and we are expecting this to increase in the summer term. These days are well received and appreciated.

All staff have been offered supervision. Mostly these are informal sessions, and they are going well with lots of open communication.

There is currently one member of staff on compassionate leave who has been supported by the whole team.

The staff were happy that we were able to hire some skips to sort out the school grounds. All teachers have now been given internal keys to make accessing resources easier.

The family dining system is going really well.

It is the small things that impact their working life that we are working to improve.

We have two new caretakers in the school who are great and have made a big impact.

A Governor asked if there had been any feedback on the Art of Brilliance community workshops?

Feedback was positive and staff have taken what they learned back to the classroom.

Mrs Bray reported that the staff Christmas meal had been really well attended. Staff have given really positive feedback and said it was lovely to have the opportunity to spend quality time together.

13) Multi-Academy Trust Update: Mrs Bray updated the group. She said that we were still aiming for conversion on the 1st May, but it was looking likely that this deadline would not be met and would be moved to the 1st June. Mrs Bray and Mrs Calcraft attended the Trade Union Consultation which went well. The staff consultation will be held next week and will be attended by representatives from Cornwall Council and Rainbow MAT. Everything is currently running smoothly.

14) Governor Training: Mr Treganowan informed the group that he was currently liaising with Clare Kendle, Diocese Education Governance Lead, regarding GOV9 training.

15) Governor Impact Document: Today's actions regarding Multi-Academy conversion, school visits and work on SFVS will be added, the document will be completed and then circulated.

16) Governor Visits: It was decided that the visits prior to the next meeting would be Reading, SIAMs IQ4, Safeguarding and Geography. Mrs Bray to circulate dates.

At the end of the meeting, Mr Machin and the Governors took the opportunity to thank Mrs Bray for her hard work and commitment.

Part 2 Confidential Matters: Nil.