

MINUTES of a meeting of the Full Board of Governors of the Boskenwyn and Germoe Schools Federation held at Germoe School on 28th September 2016 at 6.00pm

PRESENT: Dr Russell Monhemius (Chair)
 Mrs Tracey Stevens
 Mrs Emma Bushell
 Mr Brian Toney
 Mrs Denise Rusga
 Mrs Paula Quinney (Head)
 Mrs Samantha Prescott
 Mrs Wendy Jones

IN ATTENDANCE: Rachel Jarman, Prospective Governor
 Claudia Hiscott-Walsh, Prospective Governor
 Luke Haslam, Clerk

		ACTION
1.	APOLOGIES Apologies were received and accepted from Mrs Bennetts, Miss Easterbrook and Mrs Jo Nicholas.	
2.	ELECTION OF CHAIR AND VICE CHAIR Governors unanimously voted to re-elected Dr Monhemius as chair of governors and Mrs Easterbrook as Vice Chair.	
3.	APPOINTMENT OF CLERK Governors resolved to re-appoint Mr Haslam as clerk.	
4.	DECLARATION OF BUSINESS AND PECUNIARY INTERESTS Annual declarations for Business and Pecuniary interests were circulated and completed by those present.	
5.	ANNUAL CODE OF PRACTICE DECLARATION The annual code of practice declaration was circulated and signed by those present.	
6.	MINUTES OF THE LAST MEETING 23.06.2016 Governors approved the previous minutes as a true record and the chair signed them as such.	

7.	<p>MATTERS ARISING FROM THE PREVIOUS MINUTES</p> <p>Governors discussed and reviewed use of monitoring files held in each school.</p>	
8.	<p>HEAD'S REPORT</p> <p>Governors discussed the way forward after moving away from the Cooperative Trust's MAT, the head advised governors she was liaising with schools in Tintagel and Bodmin over a school improvement Triad with their headteachers. Richard Chalkley would continue as School Improvement Partner for the federation.</p> <p>Governors discussed LaC provision with the head.</p> <p>Governors received data sheets for each school.</p> <p>The head advised governors that in her role as a director of the Cornwall Association of Primary Headteachers (CAPH) she was finding that assessment results in the primary sector varied wildly.</p> <p>Governors asked what areas the school was giving particular focus to currently, the head advised that a lot of work was being put into writing currently and that Social, Emotional and Mental Health (SEMH) and Wellbeing provision were being developed in light of increased needs in this area, Mrs Larcombe was working as a practitioner of "Emotional First-Aid".</p> <p>One governor offered support from their own experience teaching about attachment disorder.</p> <p>The head outlined some of the strategy being used to introduce wellbeing and emotional first-aid into both schools.</p> <p>Governors asked what implications there were for Co-operative Trust activities with the majority of the trust moving towards a MAT model, the head indicated that local non-trust schools were already involved in the shared moderation activities so the expectation was that this would continue, access to training from the teaching school is expected to continue regardless of whether they are in the same organisation.</p> <p>Governors asked how the school planned to map emotional interventions, staff responded that progress was mapped at the start and end of each intervention and that SEMH work frequently comes as part of other interventions, shifts in confidence and attitude are looked for in this area.</p>	
9.	<p>GOVERNOR RESPONSIBILITIES AND COMMITTEE MEMBERSHIP</p> <p>Governors reviewed committee membership for 2016/17, see appendix.</p>	

10.	<p>SAFEGUARDING</p> <p>Governors were advised to read the updated Keeping Children Safe in Education document and the clerk was asked to circulate this for discussion at the next FGB.</p> <p>Governors noted Prevent training had been completed by all governors.</p> <p>It was agreed to hold a 5.00pm training session for governors before the next Full Board Meeting for WRAP (Workshop to Raise Awareness about Prevent) training.</p>	
11.	<p>PUPIL AND SPORTS PREMIUM</p> <p>Governors received an an updated pupil premium summary, noting that the number of pupils within the Pupil Premium had increased since the summer term and discussed provision for different Pupil Premium groups.</p> <p>The head advised governors that each pupil eligible for the premium had an individual summary of their provision which fed into letters shared with parents in the summer term summarising pupil progress.</p> <p>Governors asked how the school supported non pupil-premium pupils if they showed a need for additional support. the head advised governors that the same support would be implemented through different funding sources.</p> <p>Governors were advised that Sports Premium funding was being used to develop Mr Conway's role as Sports Coordinator and yo support with transport for events. Buying into the Helston Sports Cluster had been decided against as it was not felt to offer good value and attempts to negotiate around payign one membership for both schools (a combined "Team BG") had been refused. Alternative provision was being investigated, independant entry into the Cornwall School Games would continue.</p>	
12.	<p>CONFIDENTIAL MATTERS</p> <p>No confidential matters were raised at this meeting.</p>	
13.	<p>ANY OTHER BUSINESS</p> <p>Governors noted some corrections for policies and agreed to circulate and review by email.</p> <p>Governors were advised that Dr Monhemius had been appointed to the Cooperative Trust Board, some feedback could be expected at the next Full Board Meeting.</p>	

14.	<p>SET MEETING DATES FOR THE YEAR</p> <p>MEETING DATES (Full Board Meetings) Weds 23rd Nov - 5.00pm @ Boskenwyn, WRAP training + FGB at 6pm. - gops please attend one or both of these if able. Weds 8th Feb 6.00pm - Germoe Weds 22nd March 6.00pm - Boskenwyn Weds 24th May 6.00pm - Germoe Weds 12th July 6.00pm - Boskenwyn</p> <p>MONITORING DATES Monitoring weeks have been set for the first week of each half-term, with a focus around a group visit on the Friday, if you are unable to make the Friday visits earlier in the week would be very welcome too. The Fridays will include parent-governor meetings from 9.00am and monitoring throughout the day.</p> <p>Fri 4th November - Germoe Fri 6th January - Boskenwyn Fri 24th February - Germoe Fri 21st April - Boskenwyn Fri 5th May - Germoe</p>	
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The meeting concluded at 7.46pm

<p>Summary of Action Points</p> <ul style="list-style-type: none"> • Clerk to circulate keeping children safe in education guidance, to discuss at next FGB. • WRAP training to be delivered before next full board meeting. • EYFS responsibility and T&L Committee membership to be considered at next FGB. • Policy review to be circulated ahead of next FGB. • School Development Plan to be tabled for next FGB.
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SIGNED

DATED.....

Chair's Initials.....

Appendix

COMMITTEE MEMBERSHIP 2016/17		
Finance & Premises	Safeguarding (Including Health & Safety)	Teaching & Learning
Brian Toney (Chair) Denise Rusga Russell Monhemius Emma Bushell	Russell Monhemius Brian Toney Donna Bennetts Samantha Prescott	Tracey Stevens Emma Bushell Jo Nicholas
Appeals	Discipline	Head's Performance Management
Russell Monhemius (Chair) Wendy Jones Tracey Stevens	Sandra Easterbrook (Chair) Emma Bushell Brian Toney	Russell Monhemius (Chair) Tracey Stevens External Partner (SIP)

GOVERNOR RESPONSIBILITIES - 2016/17	
EYFS	Sandra Easterbrook
SEND	Tracey Stevens
Safeguarding	Russell Monhemius