## <u>Minutes Of A Meeting Of The Full Board Of Governors Of</u> <u>The Federation Of Boskenwyn And Germoe Schools:</u>

## Held At Boskenwyn On Wednesday 28<sup>th</sup> November 2019 At 18:00

## PRESENT:

Dr Russ Monhemius (Chair) Miss Paula Blackburn (Head teacher) Charlotte Overton (Clerk) Naomi Penrose Denise Rusga Joanne Nicholas Katie Knight Jay Faust Natalie Thomas Anita Care Brian Toney

		ACTION
1.	APOLOGIES	
	Received from Ruth Gingell and Wendy Jones accepted by Russ Monhemius.	
2.	DECLARATION OF PECUNIARY INTERESTS	
	None	<u> </u>
3.	MINUTES OF THE LAST MEETINGS	
	14. No further update on fire alarms installation. Brian Toney will advise at next meeting.	Brian Toney
	14. NO fulfiller update on the diditits instantion, brian roney win advise at next meeting.	Dian ioney
	15. Paula Blackburn advises that the 'Heads Performance Management' has had a new triad set up	Paula Blackburn
	and the first meeting has taken place. A date to undertake performance management will be set at	
I	the next meeting which will be held in January.	
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1	Naomi Penrose confirms she has completed the online safeguarding training. Ruth Gingell has also	
l	completed it. All governors to complete the online training or ensure they are within the 3 years	All Governors
1	refresher training. Once completed they should inform Charlotte Overton and Anita Care.	
1	Definition Coferencedian Training will be completed in the summer term. Depelopres it would be	
1	Refresher Safeguarding Training will be completed in the summer term. Panel agree it would be best for this to take place prior to the governor meeting on the day.	All Governors
1	best for this to take place prior to the governor meeting on the day.	
1	Panel introduced to Tom Richardson who is interested in becoming a governor and is observing the	
1	meeting.	
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1	Previous minutes approved unanimously by the panel and signed off by the chair.	
4.	MATTERS ARISING	
1	None	
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5.	SAFEGUARDING	
ی.	Paula Blackburn advises that Section 175 have been filed for both schools and confirmation has been received that they have passed and the standard has been met.	
	This is now embedded and teachers are using it to report concerns of any nature including playground incidents. A summary report can be submitted termly to capture the information. Regarding the 'Keeping Children Safe In Education Document' the panel are advised to keep current and up to date with the content. There are guidelines and summaries available.	
	Training for relationships and sex education has been completed prior to this meeting. In primary schools the focus is on healthy relationships and in secondary schools it is healthy relationships and sex education. It is seen as good practice to discuss sex education in primary school. Year 9 Science curriculum covers reproduction. Next steps will be to communicate to the parents and inform them of what is being taught in	Paula Blackburn
6.	school. <b>DATA</b> Paula Blackburn hands data summary of both schools to Governors. Meeting breaks into two groups to assess the data and look at trends.	
	Governors note that the trend on attendance has slightly dropped year on year at Boskenwyn but it is in keeping with the national level for rural based schools.	
	Children are learning about problem solving/reasoning and growth mindset. Staff use tapestry and seesaw to capture this learning and relay it to parents.	
	Boskenwyn has 43% of pupils with special educational needs, the county average is 25%.	
	At Germoe the persistent absence figure has decreased and the KS2 reading, writing and maths figure has increased.	
7.	SCHOOL DEVLOPMENT PLAN	
	Paula Blackburn presents the plan to the governors.	
	On 1 <sup>st</sup> December 7 staff members will fly to Iceland to continue enquiry based learning research. Another trip to Finland is also planned as well as a trip to Ljubljana.	Paula Blackburn
	Three other pupil projects are currently underway. At Germoe they are called: 'Choose your character, wear your mask' and 'Back to the future' At Boskenwyn the project is called 'Taking a learning journey on the STEAM train'.	
	There is an emphasis on the personal development of children. Both schools have implemented their own tracking system as this is an utmost priority.	
	Attendance and punctuality is an ongoing objective to improve. There is a workshop in December with parents looking at the anti-bullying policy and attendance policy to help improve this.	
	An overriding objective is to enable pupils to become global citizens.	
	The school development plan will be uploaded onto the googledrive.	Paula Blackburn
8.	SEND	

	Natalie Thomas confirms that she has had an initial meeting with Angie Lancombe and a further meeting will be held in January. Further update to follow at the next meeting.	Natalie Thomas
	Two EHCP applications at each school are ongoing. No indication as to timeline currently.	
10	FINANCE AND OTHER COMMITTEE MEETINGS	
	A finance committee meeting will be scheduled for January to look at the budget for next year and review current spend.	Finance Committee
	Paula Blackburn advises there have been Data and Leadership Team Curriculum Meetings and a Curriculum Action Plan has been drafted.	
11	PUPIL PREMIUM	
	Paula Blackburn confirms it is on this weeks newsletter to encourage parents who believe they are eligible to apply for pupil premium funding and free school meals.	
12	INSET	
	Paula Blackburn confirms Twilight and Emotion coaching for all the staff has been completed. Trips abroad are planned as discussed above in Item 7.	
13	HEAD TEACHERS REPORT	
	This has been circulated by email to all Governors since the last meeting. The panel are invited to ask questions on its content. Naomi Penrose raises the issue that acronyms and jargon make it	
	difficult for those not in the teaching profession to understand. Russ Monhemius confirms NGA website has a list of acronyms that can help as a 'jargon buster'.	
14	HEALTH & SAFETY	
14	Paula Blackburn advises that the roof at Germoe has collapsed but has been patched up temporarily by Cornwall Council. They have confirmed that both schools are eligible for the capital project with	
	10% from each school being put towards repairs.	
	Jay Faust states that the side gate at Boskenwyn has swung into a pupils eye. This is a point of	Brian Toney
	access and parents have asked to have it kept open so it cannot be sealed off. Panel agree that	
	Brian Toney will assess the gate and see what needs to be done to improve the swing mechanism from a Health and Safety perspective.	
	Issue of parking at Boskenwyn raised and the congestion caused by parking. Panel discuss previous	
	measures that have been put into place to ease this problem. Germoe has similar problems with	
	parking. There is a struggle to fill the post of a school crossing attendant at Germoe but it is currently being advertised and could help resolve this issue.	
15	HEAD TEACHERS PERFORMANCE MANAGEMENT	
10	As above	
16	URGENT/CONFIDENTIAL MATTERS None arising	
17	AOB	
17	Paula Blackburn tells the panel there has been a slight reshuffle of teaching staff at both schools:	
	Mr Brassington is going to be the teacher of Year 1 and 2 at Germoe to cover maternity leave.	
	At Boskenwyn Reception and Year 1 will be taught together by Molly Michelin and Year 2 by Denise	
	Rusga. Katie Knight will continue to teach all 3 classes. This has been implemented because the use of space was not effective and working as well as it could.	

	Russ Monhemius asks how the change of cleaning routine at Germoe is going. Paula Blackburn confirms this has been a success and there has been an improvement.	
	Tom Richardson is advised that if he wishes to become a Governor after observing this meeting then the panel will take a vote at the next meeting.	
18	DATE OF NEXT MEETING Germoe Wednesday 12 <sup>th</sup> February at 6pm	