

**Minutes Of A Meeting Of The Full Board Of Governors Of
The Federation Of Boskenwyn And Germoe Schools:**

Held Virtually On Wednesday 18th November 2020 At 18:00

PRESENT:

Dr Russ Monhemius (Chair)
Miss Paula Blackburn (Head teacher)
Charlotte Overton (Clerk)
Naomi Penrose (Vice-Chair)
Denise Rusga
Natalie Thomas
Anita Care
Brian Toney
Katie Knight
Tom Richardson

		ACTION
1.	APOLOGIES Received by Joanne Nicholas, Ruth Gingell, Wendy Jones and accepted by the chair.	
2.	DECLARATION OF PECUNIARY INTERESTS None	
3.	MINUTES OF THE LAST MEETING All agreed and signed off by the Chair	
4.	MATTERS ARISING None	
5.	BLENDED & REMOTE WORKING This report has been circulated and read by Governors in advance of the meeting. Paula Blackburn advises panel that a questionnaire has been sent out to parents today to obtain further feedback on engagement. Children seem excited to go home on a Friday once they have gone through blended learning with their teachers, however work is then not being uploaded onto the platform. This lack of engagement could be down to a few reasons including time constraints, WIFI access or access to appropriate devices to enable learning. Whatever is preventing completion both schools want to support parents in completing this work. Russ Monhemius asks if this is a problem for a particular year group? Paula Blackburn replies that primarily the problems lie with the older students. Younger students are getting a lot of parental support.	

	<p>Tom Richardson advises some parents have informed him they are struggling with the technicalities of Seesaw. He comments it is hard to get children to engage when they are not in the school setting.</p> <p>Naomi Penrose asks how much onus is on the children to complete the work? In the summer months it was very hard to get her own children to engage.</p> <p>A. Paula Blackburn confirms staff need to reinforce this with pupils. It needs to be instilled that school is not finished for the week until the task is completed. Work can be completed at any point over the weekend to suit individual families.</p> <p>Natalie Thomas comments that her child is older but understands the importance of completing the work. His age means he can do independent learning, which makes it easier to complete at home.</p> <p>Katie Knight reiterates feedback from the survey will really help how this can be delivered and improved moving forward.</p> <p>This initiative is being rolled out at other schools. The Service Director for Education at the Local Authority is using this report as an example of good practice across the County.</p>	
6.	<p>SAFEGUARDING</p> <p>Paula Blackburn states the updated Keeping Children Safe in Education Document has been circulated in advance of the meeting.</p> <p>All governors to confirm to Clerk that they have read this document.</p> <p>All Governors to complete safeguarding training and inform Anita Care once completed</p>	<p>All Governors</p> <p>All Governors</p>
7.	<p>DATA</p> <p>Paula Blackburn confirms that contextual data has been compiled including Pupil Premium and Free School Meals. This has been distributed to staff as they are doing provision mapping.</p> <p>We are required to test Year 2's on phonics before 30th November. It is unclear if SAT's will be tested, no further information has been received.</p> <p>There is above average SEN pupils and those who are eligible for free school meals across both settings. Both schools have a lot more boys attending than girls. 62% at Germoe and 60% at Boskenwyn respectively.</p> <p>Free school meals pick up is 31% at Germoe and 20% at Boskenwyn.</p>	
8.	<p>SCHOOL DEVELOPMENT PLAN</p> <p>This was circulated to governors ahead of the meeting. Key highlights are STEM, Network Updating and upcoming ERASMUS Projects.</p> <p>Russ Monhemius asks what areas Covid will have the biggest impact on moving forward?</p> <p>Paula Blackburn states that the most impacted areas will be people mobilities and developments in sports due to the need to maintain the integrity of the bubbles.</p>	

	<p>Tom Richardson feeds back that he found there was significant amount of content in the document and structurally some categories within the document were confusing. More concise and clear objectives would make it easier to digest.</p> <p>Paula Blackburn confirms she can produce a School Development Report to make it more user friendly as it is a document designed for everyone, including parents.</p>	<p>Paula Blackburn</p>
<p>9.</p>	<p>ATTENDANCE Attendance is average and in line with National data.</p> <p>21 out of 200 primary schools in Cornwall have been impacted by Covid. This has resulted in some school closures and some bubbles closing.</p> <p>There has been only one family across both schools who did not return due to anxieties, but this has now been resolved and they have settled back into school.</p> <p>The attendance record is sent to Paula Blackburn daily and reasons for absences are closely monitored.</p> <p>Staggered start times has greatly improved punctuality, and it has slightly improved the parking issues at Boskenwyn.</p> <p>Clerk raises a question received prior to the meeting from a Governor who wants more information about the recent Covid case over half term. Specifically, they wish to know the school's response and whether it was appropriate.</p> <p>Paula Blackburn explains a parent contacted her over half term to confirm they had received a positive test. The children involved were A-Symptomatic and the parent asked if they needed to be tested. She was informed they did, and tests were dropped at their address. One came back on the Friday evening and Saturday morning respectively and both were positive.</p> <p>Public Health were contacted by the school to seek further guidance. They advised the infectious period would have been from Sunday during half term to the date they took their test. Therefore, they were not infectious when they were last in school on the Friday. They isolated for 10 days after their positive test date. Test and trace then followed up and the school were not contacted by them.</p>	
<p>10.</p>	<p>SEND Data on Record of needs is as follows:</p> <ul style="list-style-type: none"> • Boskenwyn 18% • Germoe 21% <p>Paula Blackburn confirms to panel that needs are varied. The first half of this term has been focusing on emotional health and well-being post lockdown. This half term the staff are putting together their provision mapping of their recovery, ie narrowing attainment gaps.</p> <p>Angie Larcombe led the staff meeting prior to this one, and she explained how different groups of children will catch up. The recovery will be focused more on emotional health and wellbeing as this in time will improve their academic progression.</p> <p>SEND children have engaged very well with blended learning.</p>	

	<p>Naomi Penrose asks if funding from laptops has materialised? Paula Blackburn confirms no this has not come to fruition.</p> <p>Russ Monhemius asks if this will impact pupils learning and engaging? The questionnaire that has been distributed should flag if this is an issue for home learning.</p>	
11	<p>FINANCE AND OTHER COMMITTEE MEETINGS</p> <p>Russ Monhemius confirms there has not been a finance committee meeting since the previous meeting, however the projections have been assessed and across the Federation there is a healthy surplus to carry forward. This is slightly skewed towards Germoe due to staffing and building works.</p>	
12	<p>PUPIL PREMIUM</p> <p>Paula Blackburn reminds panel of eligibility criteria for this funding. This is for children who have access to free school meals, children in care, special guardianship and forces families.</p> <p>Each pupil will receive £1345 this year a booster fund to address any disadvantages that pupils may have.</p> <p>It is difficult to measure the impact without data. Data was not collected in the usual way this year because the Spring Term was not completed, during the Summer Term there was the national lockdown, and the Autumn Term has been primarily for settling in. There should be more data around this towards the end of the year.</p> <p>Funding can be summarised as follows:</p> <ul style="list-style-type: none"> • Germoe: £20485 has been allocated. Currently the school has 21 pupil premium children but this figure was based on 13 pupils. • Boskenwyn: £31935 has been allocated with the expectation of 21 eligible pupils. This has now reduced to 20. 	
13	<p>INSET</p> <p>This is confirmed as the week after May Half Term.</p> <p>Staff are doing their CPD as an ongoing item.</p> <p>No significant change to the programme.</p>	
14	<p>HEAD TEACHERS REPORT/ REVIEW OF ANNUAL POLICIES</p> <p>A copy has been circulated to Governor's ahead of meeting.</p> <p>Paula Blackburn invites questions from panel.</p> <p>Anita Care asks about free school meal vouchers for Christmas and how it will work. Paula Blackburn confirms it is not yet clear how it will work, it could be that schools can decide locally how to implement schemes. All families in need will be given assistance by the school.</p>	
15	<p>HEALTH & SAFETY</p>	

	<p>Panel advised that Tom Richardson has spoken with Clerk as an action from the previous meeting and has agreed to become a Health & Safety committee member.</p> <p>Brian Toney and Tom Richardson to arrange a walk around the sites and to meet the newly appointed premises manager. Clerk to send on contact details to enable this to happen.</p> <p>Tom Richardson asks for an update on the Asbestos Survey Report from earlier in the year. Paula Blackburn advises both schools are awaiting new surveys but this has been delayed due to Covid.</p> <p>No other concerns or issues have been raised.</p>	<p>Brian Toney/Tom Richardson/Charlotte Overton</p>
16	<p>URGENT/CONFIDENTIAL MATTERS None arising</p>	
17	<p>AOB Clerk advises some Governors have been confused over their roles in individual committee meetings. For clarity it is confirmed as the following:</p> <p>Finance Committee: Russ Monhemius, Brian Toney, Anita Care, Jo Nicholas Teaching & Learning Committee: Denise Rusga, Katie Knight, Natalie Thomas (English Governor) Health & Safety Committee: Brian Toney, Tom Richardson Appeals Committee: Russ Monhemius, Brian Toney Staff Discipline: Wendy Jones, Ruth Gingell Safeguarding Governor: Russ Monhemius</p> <p>Terms of office for Governors need confirming and addressing at the next meeting to ensure everyone is in date. Cornwall Council have misplaced paperwork and Clerk is having difficulties clarifying information and getting responses to emails and correspondence.</p> <p>Russ Monhemius confirms there are Governor vacancies on the Governing Board. There is a particular need for Governors who are not staff members.</p> <p>Brian Toney and Russ Monhemius are validated to ride the minibuses again. Once trips can resume they are able to drive pupils on their trips.</p> <p>Naomi Penrose asks when Governor Monitoring may resume as it was postponed due to lockdown. Paula Blackburn will reflect on how this can be done virtually.</p> <p>Denise Rusga advises Teaching and Learning Committee has sat and the outcomes will be circulated.</p>	<p>All Governors</p> <p>Denise Rusga</p>
18	<p>DATE OF NEXT MEETING 21st January 2021 18:00 via Zoom</p>	