

**Crowan Primary School**  
**Local Governing Body meeting**  
**Wednesday 2<sup>nd</sup> February 2021 from 6.00pm**  
**Via Google Meet**

<b>1.</b>	<b><u>ATTENDING:</u></b> Kevin Thomas (Chair of Governors) Paul Hunkin (Headteacher) Elizabeth Heath Hannah Phillips  In Attendance: J Law - Clerk	
<b>2.</b>	<b><u>APOLOGIES :</u></b> Colin Benney	
		<b><u>ACTION</u></b>
<b>3.</b>	<b><u>WELCOME AND DECLARATIONS OF PECUNIARY INTERESTS</u></b>  KT welcomed and thanked all for their time. Brief introductions were made, given the presence of new members. No pecuniary interests were declared, other than from staff.	
<b>4.</b>	<b><u>MINUTES FROM THE PREVIOUS MEETING AND MATTERS ARISING</u></b>  The minutes from the meeting held on 16 <sup>th</sup> September 2020 were agreed as being an accurate representation and will be signed when possible. This will be done by EH, who was present at the September meeting, when asked by JL.	<b>JL</b>
<b>5.</b>	<b><u>FEEDBACK FROM THE TRUST BOARD</u></b>  The Trust Board AGM had recently taken place. There is limited feedback at the moment, given the pandemic, but in addition to a few new policies that will be implemented, the following relevant points were noted: <ul style="list-style-type: none"> <li>a) Minutes of the recent meeting with S Pinhay (Estates), which PH was unable to attend due to a clash, would be circulated to Governors.</li> <li>b) Governor training sessions have been organised by the Trust, and details will be re-circulated.</li> <li>c) Lucy Wandless, the Trust Safeguarding Lead, has offered to run safeguarding training.</li> </ul>	<b>KT</b>  <b>JL</b>  <b>KT</b>
<b>6.</b>	<b><u>FEEDBACK FROM THE FORUM</u></b>  Not applicable at this time, given the lack of ability by the forum to meet. PH has tried other ways to engage with parents, including inviting them into school to	

	look at children's work, though with limited success. School will look at sending out questionnaires, via Dojo, aiming to connect and gauge how parents are coping with remote learning.	
<b>7.</b>	<b><u>NOTIFICATION OF ANY NEWLY APPOINTED GOVERNORS / RESIGNATIONS</u></b>	
	<p>KT has been appointed as Chair since the last LGB meeting.</p> <p>Susan Webb has resigned from the LGB.</p> <p>HP's term of office has expired, but she will continue for now, possibly in the longer term.</p> <p>KT acknowledged that it is a challenging time to recruit new Governors.</p>	
<b>8.</b>	<b><u>HEADTEACHER'S REPORT</u></b>	
	<p><b>The Head's report had been circulated prior to the meeting and read by all. Questions were asked on the following areas:</b></p> <p><b>Remote learning – Is it possible to see how well children are attending?</b> Most children are engaged to some extent. Staff monitor how regular attendance is. Chromebooks have been lent to families without devices. Learning packs are sent by post where there are difficulties printing. A small number of children are absent and the Education Welfare Office has written letters, which are about to be sent, to those families not engaged at all. This will be followed up with actions as necessary. Overall, engagement is pleasing.</p> <p><b>How is the attainment gap occurring in the current long absence from school being quantified and addressed?</b> A review from the first school closure showed phonics to be the main area of difficulty. That has been addressed in second lockdown by including it in the Google Meet sessions with children, relieving parents of the responsibility of leading in an area they may not feel as familiar with. In addition, Mr Turner is running extra sessions for those needing more support. Progress is much improved as a result. Quizzes are being run at the end of units to gauge the quality of children's learning in all curriculum areas.</p> <p><b>Numbers of Reception children registered for 2021 – 13 children have put Crowan 1<sup>st</sup> or 2<sup>nd</sup> choice for September 2021 and a definite number will be known by April. The current cohort is small in reception and large in year 6, so in terms of overall numbers, it would be positive if all 13 will join Crowan in September. There is a virtual tour, for prospective parents, on the school website.</b></p> <p><b>The Headteacher clarified the following areas:</b></p> <ul style="list-style-type: none"> <li>• Very pleasing results for year 2 phonics screen testing, with 94% meeting the national standard.</li> <li>• Sports Premium money needs to be spent, especially as some has been rolled over from last year. Spending on large items is limited by a single item cap, so creative thinking is needed and will be further reported next term.</li> <li>• Pupil Premium money is largely being spent on IT items, both new Chromebooks and licensing old laptops for use as Chromebooks. School is hoping to keep the 5 Chromebooks provided by DfE.</li> <li>• PH wanted to recognise the terrific job being done by staff, both teaching and support. The way they are working together and supporting one another to cover absences, for example, is testament to great team work.</li> </ul>	<b>PH</b>

	<p>Anxiety levels were high initially after Christmas, but seem to have settled now term is well underway.</p> <p><b>COVID testing</b> – all staff are being tested (from 24.1) twice weekly. Planning for bubble closures is complete and Mr Ratcliffe wished to record how hard working staff continue to be at this time. Screen free Friday (afternoons) has been implemented to try to give some small degree of work/life balance to staff.</p> <p><b>Response from parents</b> – Mrs Wilson asked about feedback from parents. This has largely been very positive. A small minority of parents are disgruntled that children are not invited into school at the moment, but consistent handling ensures this is a minor issue. Three children are not turning in work at the moment, which requires following up.</p>	
9.	<p><b><u>SAFEGUARDING GOVERNOR’S REPORT</u></b></p> <p>No formal report was presented. Overall, school is aware which children are vulnerable and are monitoring appropriately. PH is confident that a comprehensive understanding of need exists, and also that all needs are being met.</p>	
10.	<p><b><u>SELECTED TOPICS FROM STRUCTURED QUESTIONS</u></b></p> <p>None at present.</p>	
11.	<p><b><u>FEEDBACK ON GOVERNOR MONITORING VISITS</u></b></p> <p>Limited engagement at the moment as a result of the pandemic. KT undertook a visit in December (notes on Google Drive) and held subsequent discussions with PH.</p> <p>HP and CB to discuss Safeguarding (KT will pick up if CB unable to do so).</p> <p>EH and PH will try to meet to discuss the relevant areas.</p> <p>KT feels it is important Governor monitoring is not too onerous at the current time, but stressed that Governors must be able to evidence what they are being told. EH verified (as a parent) that lessons in yrs 3-6 are all happening in the way discussed in this meeting.</p>	<p>HP/CB</p> <p>EH/PH</p>
12.	<p><b><u>FOCUS ITEMS AND UPDATES</u></b></p> <p>a) All covered in Headteacher’s report at item 8.</p> <p>b) SATS update – all testing cancelled for 2021. FSM (free school meals) are being provided to those in school. E-vouchers are being provided to all others. COVID testing is being offered twice weekly to staff. It is no mandatory, but most are engaging. There is a good supply of tests in school.</p>	
13.	<p><b><u>IMPACT AND EFFECTIVENESS OF LOCAL GOVERNING BODY SINCE LAST MEETING</u></b></p> <p>There has been positive impact and effectiveness where possible. This is limited by the pandemic and current size of the LGB. It will increase as restrictions lift and schools open.</p> <p>The LGB would like to register enormous thanks to staff and all involved in the running of Crowan School for the amazing job they are doing, often going above and beyond their paid roles, at this time.</p>	

14.	<b><u>URGENT MATTERS FOR DISCUSSION</u></b>	
	None at this time.	
15.	<b><u>MATTERS TO BE RAISED WITH THE TRUST BOARD</u></b>	
	None were reported at this time.	
16.	<b><u>DATES OF FUTURE MEETINGS</u></b>	
	Wednesday 12 May at 6.00pm was agreed for an LGB meeting in the Summer term.	

Chair's Signature \_\_\_\_\_ Date \_\_\_\_\_