



**St Issey C of E LGB meeting minutes, held at St Issey school on Wednesday
19th January 2022at 2pm.**

Present	Chris Parham - Head of School Rev. Katie Kirby - Chair Avril Heard - Vice Chair Marjorie Finch Marjorie Smith Heather Holder-Powell Mark Durman Shelley Francis Brenda Wright
In attendance	Sam Newman - Governance Clerk

Agenda point	Item	Person
1	Welcome, introductions & opening prayer Rev. Katie welcomed everyone to the meeting and delivered the opening prayer. All governors were introduced to Sam Newman- the new clerk.	
2	Apologies for absence & confirmation of quorum No apologies were received, all governors were present.	
3	Declaration of business & pecuniary interests All declaration forms for the academic year are present. No pecuniary interests or declarations arose from any governor regarding any agenda item.	
4	Minutes and matters arising from the last meeting (30/11/21) Minutes from the last meeting were circulated in advance. Due to technical issues the governors were unable to access the previous minutes for accuracy. The clerk has agreed to resend the minutes to governors after this meeting for reading, to be agreed at the next meeting in March. Matters arising: Jon Brown to amend the attendees from the previous meeting-completed.	SN

	<p>HHP to log completed training with the clerk-completed.</p> <p>All governors to contact Head to arrange monitoring visits- completed</p>	
5	<p>Head of School report, to include safeguarding and H & S Relevant papers were distributed prior to the meeting.</p> <p>Numbers on roll: 78 pupils on roll currently, 29 in nursery setting and 49 across the school. There have been 2 leavers (1 from the nursery and 1 from the school) 23 applications for Reception in September. The school will lose 7 pupils at the end of the academic year from the current year 6 cohort.</p> <p>Attendance: Attendance at St Issey is currently 92%, this is 4% above the national average, a lot of work has gone into supporting pupils with persistent absence to improve this. Currently the persistent absence at St Issey is 21%. The national average for this is 13%, letters have been sent out to all parents with pupils that have less than 91% attendance. Persistent absence remains high, but will move downwards as the academic year moves on.</p> <p>Staff absence is high, 30 days lost last year.</p> <p>A Governor asked if it was covid related absence?</p> <p>Answer: Yes, another staff member has just tested positive, unfortunately there is little that can be done.</p> <p>The kickstart student has not worked out and has now left.</p> <p>The PGCE student has now left, a great asset and will make a great teacher.</p> <p>Governor questioned if it was a planned departure?</p> <p>Answer: Yes, it was a first placement, she will now move on to her second placement, she will make a fantastic teacher.</p> <p>Covid update There have been 3 additional cases today, moving the total number to 9 cases now, 2 children currently with covid, 1 staff member. Vulnerable children figures have not changed at all, discussed key groups, tuition led funding (catch up funding) is underway, Mrs Quarry is doing 2 hours after school, recovery premium funding is also in addition to that, which is happening during the school day until the end of June with Mrs Rosevear.</p> <p>A governor asked if the parents of the chosen children would be notified?</p> <p>Answer: Yes, all parents have received a letter if their child has been invited.</p> <p>Health & Safety update: First aid training is happening, by Easter all staff will have had the training.</p> <p>There have been no reportable incidents.</p> <p>Data update: The Head discussed the available data with governors. Autumn two data is now available, attached spreadsheets for reading, writing and maths assessments were also discussed.</p> <p>A governor questioned if there could be proportions instead of percentages, to include physical numbers.</p> <p>Answer: Pupil numbers are usually included, the Head is fine to ensure he does this going forward.</p> <p>A governor challenged the summary assessments, year 3 has 100% exceeding the grade, however it also states 2 pupil premium pupils</p>	

	<p>exceeding the grade, why is that?</p> <p>Answer: Head will come back to the governors with an answer.</p> <p>A governor asked about attendance, with persistent absence at 21% but attendance at 92%, could you please explain how this works?</p> <p>Answer: The persistent absence rate relates to all children within school that have more than 10% absence.</p> <p>A governor requested that the number of boys and girls be changed to make sure they are correct?</p> <p>A governor asked about the GDS, what sort of figures would be expected?</p> <p>Answer: Children working at GD level, there isn't a benchmark, approx 15-20% of the cohort should be achieving this.</p> <p>A governor asked if the pupil premium children were the same children that had SEN?</p> <p>Answer: Some are.</p> <p>A governor questioned the pupil premium funding for trips and wanted to know how the school works out who gets what amount of money off?</p> <p>Answer: All pupils entitled to pupil premium receive 50% funding for school trips.</p> <p>The school relies on the friends of St Issey for support with fundraising for additional costs.</p> <p>A governor asked about the prices of the school trips.</p> <p>Answer: The rate for the trips is very competitive compared to other schools within the area.</p> <p>A governor queried what else the Pupil Premium funding was used for.</p> <p>Answer: We would refer to the Pupil Premium guidance for funding and utilise it for anything else needed.</p> <p>A governor challenged the spend and noted that a lot of what it is spent on can benefit an entire class, however wanted to know if there was any one to one tutoring support that would specifically help the Pupil Premium child?</p> <p>Answer: As a whole, one to one does not make the most of the resources available, the evidence suggests that working with small groups is more effective.</p> <p>A governor challenged how, as a school, they could demonstrate an increase in attainment for Pupil Premium children?</p> <p>Answer: The challenge is to stop the gap getting any wider.</p> <p>A governor questioned if the school has access, or has explored a speech and language therapist within the school?</p> <p>Answer: There is an SLA for provisional speech and language therapy, they work with individuals in need of support, however the threshold for this has raised significantly, they used to be referred at nursery age, now they don't generally see the child until they start school.</p> <p>A governor suggested that the whole school based support from speech and language worked well in Ireland (from experience) and was deemed the most cost effective.</p> <p>Answer: Our cohort doesn't need whole class support. If we were to do this, it would be at the expense of something else. We believe tailored individualised support meets our needs.</p>	
6	Policies for approval	

	<p>All relevant policies were distributed prior to the meeting.</p> <ul style="list-style-type: none"> ● Pupil Premium Statement 21-22 <p>Policies for information</p> <ul style="list-style-type: none"> ● VMAT Financial Procedures Manual 2021 ● VMAT Investment Policy ● VMAT Trustee and Governor Allowances ● VMAT Whole School Pay Policy 2021 <p>Policies are for approval for the next meeting due to not being able to access them before the meeting today. All governors have been asked to read them once they have been sent out again by the clerk.</p>	SN
7	<p>Summary of actions/ information required from trustees</p> <p>Spending reserves for new blinds for the school? A thank you for chrome books from Trevithick. EU procurement procedures do they still have access to it, point 3.50 on the financial summary to be addressed. Answer: Any tendering of that description we would get external advice on (if it applies)</p>	
8	<p>Confidential matters</p> <p>None.</p>	
9	<p>Dates & times of future meetings</p> <p>10th March 2022 to be changed 19 May 2022 to be changed 7th July 2022 confirmed Potentially looking at using the Osborne rooms for the meetings. Times for all meetings to be moved to 2pm on a Thursday going forward?</p>	
10	<p>Any Other Urgent Business</p> <p>None.</p>	
11	<p>Closing prayer</p> <p>Rev. Katie led the governors in the closing prayer.</p>	

Agenda point	Action	Person
4	Clerk to resend the November minutes to governors.	SN
5	Head will come back to the governors with an answer regarding the summary assessments challenge.	CP

5	Number of boys and girls to be changed to correct?	CP
6	All governors have been asked to read the policies once they have been sent out again by the clerk.	SN/All governors

Meeting closed by Chair at 14:59pm

Signed as an accurate record.....

Print name.....

Date.....

Please note that these are draft minutes until signed off by the Chair at the next meeting.