



An Daras Trust
Igniting Curiosity Growing Capabilities

Callington Primary School

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Co Head Teachers – Antony Fugill & Hannah Loss

Chair of Governors – Justine Collins, jcollins@andaras.org

4/12/24

MINUTES

Autumn Term Meeting 2024

Local Governing Board; Callington Primary School

Tuesday 26th November 2024 / 2pm at the School

1. Welcome (including Trust Identity) and Apologies

Present: Justine Collins (Chair), Antony Fugill (Co-Head), Hannah Loss (Co-Head) (via Zoom), Clare Mitchell

Present online: Hannah Loss (Co-Head)

Apologies: Emily Bland

In Attendance: Ann Cullum (Local Governance Officer).

AF showed the Trust Identity presentation and emphasised that this is to remind governors of why we exist. We value capability and progress and treat all with dignity and respect. We will succeed by considering the whole child. Rebecca Brewer (Trust Curriculum Consultant) has visited the school to teach resilience into the everyday curriculum. AF explained that 'Aligned Autonomy' is to ensure all schools share the Trust Vision and Values, whilst still maintaining their own individuality. Good citizens of the world is in keeping with our ethos.

2. Declarations of Interest Relevant to this Agenda

All governors have confirmed their pecuniary interests. There were no other relevant declarations.

3. Governors

Election of Chair – the governors voted for JC to continue as Chair for a further year and JC is happy to continue.

EV resigned with effect from 19th November 2024 due to other commitments.

All governors to confirm access to Sharepoint.

Governors were assigned the following roles:

JC - Safeguarding, SEND, Attendance, Well-being, Stakeholder, Equality & Diversity

CM - P.E.

AC to ask EB if she will cover Whistleblowing and PPG.

Other roles will be assigned when new governors are appointed.

The school needs to advertise in the community for Co-opted Governors. **AF will contact Helen Dowdall at the Town Council** to ask if she could promote this at the Council Offices and also at the Lions and Rotary Clubs.

4. All governors signed the register confirming that they have read the ADMAT revised Code of Conduct and will agree to abide by it.

5. Agree Term Dates 2025-26

These have been finalised and **AF will send to the governors for approval before publishing on the school website – carry forward**

6. Confidential Matters

AF shared confidential staffing matters which are recorded separately in Confidential Minutes.

7. Heads' Report

The Heads' Report has been made available to all governors. **Is there any special training for SEN?** Yes, SEN Services South West will be contacted to provide staff training. **Have you noticed any closing of the gaps as a result of the skills gained from the training?** It is too early to tell at the moment. Some are making great progress. Staff have taken a lot of CPD lately. It is evident that more linking of knowledge is being applied. Small steps of positivity are already evident through the delivery of the new curriculum. **Regarding the current Senior Leadership Team being halved due to maternity leave, are you anticipating these staff to return?** Yes, two of them will be returning and we have proposed that the KS2 Lead will move to full-time hours and take on some leadership challenges.

How do you account for the data going down in Reading? We had quite a number of children who were only one or two marks off the pass mark. Four children didn't sit the tests and it was a small cohort, which impacted the data quite significantly. Whole school data was reduced because we focussed more on Maths. We are currently looking at new ways in which we assess to align with the Trust's which will give us a different result. This should happen at the next data-drop in December and the results will be available to governors in January. **The Capability Curriculum is intended to focus on the whole child – have you seen this benefitting the children?** Yes, this is most definite around the language and how children recognise how they are learners. There is a more resilient language which has given staff the ability to discuss a more holistic approach with the children. Rebecca Brewer (Trust Curriculum Consultant) is coming in to help with this. Children talk more eloquently about learning. This is definitely having a positive impact.

HL apologised and left the meeting at 3pm.

Regarding the variability of outcomes across the classes, what support do you provide for under-performing classes? This is sporadic due to varying staff absences. If a teacher needs support AF will sit with them and review procedures. Staff get regular feedback and 1:1 if needed. The monitoring system is fortnightly so it's very robust. **Are you reviewing equality and diversity?** Yes, we have days when we look at this and are embedding it more in every aspect of the curriculum. We are upgrading the library to ensure the books that we buy promote diversity. **Does the school promote this enough?** We have a collective understanding of special needs. The diversities that we are short of is accessibility to wheelchairs and economic migrants from African countries. AF would like to see more diversity promoted in the curriculum.

At 2.30pm CM arrived (with apologies for arriving late).

Calm corners and regulation areas for children have been checked. **What are you doing to make these areas all suitable? Are therapeutic classrooms working well?** Staff are not all trained in the use of therapeutic classrooms and this is being addressed. **How is leadership wellbeing?** This is up and down. We are stretched because we have been trying to keep the structure the same despite staff absences and staff leaving. **Will this leave the staff frustrated and stressed?** Yes. For instance, it is currently a challenge to get year 4 children (of which there are 48) to swimming lessons.

When are we expecting an uptake in the number of children? This won't happen for a few years. There are local new builds which will hopefully bring in more children. **What is the current number of children in a class?** This varies. There are approximately 30 children per class, although a couple of cohorts have only 39 across the year group, so we are looking at restructuring and discussing maybe moving from two classes for a year group to 3 classes for 2 year groups. We are staff heavy but will lose some staff through natural wastage.

The governors were satisfied with this and had no further challenges.

8. Improvement Plan & Data Analysis

AF shared printed copies of the Data Analysis and the AIP. The An Daras format has been adopted. Louise Hussey (EHT at Lew Trenchard & St Catherine's) will conduct a peer review in January. The SEF is in the process of being transferred to the An Daras format. **AF and HL to check they have access to Callington's Sharepoint.**

9. PPG Review & Next Academic Year Plan – carry forward (HL)

AF has met with Margaret Basford (Trust Finance Officer) and Jo Callow (Trust Deputy CEO) and discussed the budget.

10. Top 3 Schools Risks

1. Number on roll/financial sustainability
2. Representational risk due to amalgamation of classes
3. Recruiting.

11. Safeguarding

This is largely covered in the Heads' Report. AF asked the governors to be aware as this is a stressful time of year. There are a few families who are struggling at the moment. Domestic violence has increased. **EB to confirm that she's watched the KCSiE Update video.**

12. Attendance

Attendance is currently 93.9% against national average of 94.1%. Persistent absences are 21.4% compared to national average of 19.2% (for 23/24). **Are there measures to reduce the absences?** Yes, the Attendance Officer is working together with AF on five families who are persistent absentees. All letters and documents have been aligned to An Daras policy which includes fines. There are many less requests for absence since the paperwork was changed. Our issues come from migrants who want to go home for funerals and the like. Attendance is monitored daily through Arbor and persistent absences are improving.

13. Pre-School

This is healthy at the moment. We can take 50 per day (29 in the morning and 21 in the afternoon) and have 26 spaces available for January. We are one of the few pre-schools in Callington. There are challenging aspects at the pre-school but we are dealing with them. **Will these children convert to Reception?** Yes, they usually do.

14. Compliance

We are following the Trust policy on Admissions. We are fully involved in Secure Schools as part of An Daras and all staff are taking the cyber security training. There was a cyber security alert last week, which was a false alarm, but it identified the computer concerned which proves that the system is compliant. **At what point will all your staff be fully trained?** By the end of this term. All governors will also need to take this training and **AC will contact the governors in due course.** **How many computers do you have in the school?** We have 15. We are looking at a leasing plan. Everything is compliant.

15. Governor Monitoring and Training

Governor Training

JC – KCSiE Update 14/11/24, Governors For Schools Intro to School Governance 22/11/24, Safeguarding Networking 20/11/24, GDPR 21/11/24, Prevent 21/11/24, Safeguarding for Named Governor 22/11/24.

CM – KCSiE Update 19/11/24.

Governors to Email copies of training certificates (Safeguarding, Prevent, GDPR) to AC so that records can be updated.

Bios required from all governors for school website.

Monitoring and Working Groups

JC is conducting SEND and Safeguarding visits and will send reports when completed.

Monitoring and Working Groups for next term

- **Improvement Plan review (Heads)**
- **Website compliance / On-line safety –AF to speak to Neil Swait**
- **Curriculum (HL)**
- **Safeguarding (JC).**

Chair's Meeting with CEO

The main concern was the finances of the school and budgets for this academic year.

16. Statutory Policies

The governors agreed the following policies:

Admissions 25/26. Agreed

Safeguarding Policy. Approved

SEND Policy. Approved

Policies for review at next meeting – HL to check.

17. Any Other Business

None.

18. Date of Next Meeting

The date of the next meeting is arranged for Wednesday 12th March 2025 at 2pm.

The meeting closed at 3.40pm.

Ann Cullum

Local Governance Officer

Distribution List:

Justine Collins	– Chair/Co-opted Governor
Antony Fugill	– Co-Head Teacher
Hannah Loss	– Co-Head Teacher
Clare Mitchell	– Parent Governor
Emily Bland	– Parent Governor

Will Hermon	– CEO
Steve Tavener	– Chair, Trust Board