



Troon C P School		Action
Minutes of a meeting of the FGB of Troon C P School held at the school on Monday 3 <sup>rd</sup> October 2016 at 4.30pm.		
<b>Present:</b>	Mrs. J Lamb (Head) Mr. T Carter (Chair) Mrs. L Seymour Mr. I Williams Mrs. R Collins Mrs. A Jenkin Mr. F Curnow Miss. R Gray Miss. L Seymour	
<b>Clerk:</b>	Mrs. C Williams	
1.	<b>Welcome:</b> <ul style="list-style-type: none"> <li>• TC welcomed everyone to a new school year.</li> <li>• Roisin Gray was introduced as the new staff governor.</li> </ul> <b>Election of Officers:</b> <ul style="list-style-type: none"> <li>• Mr T Carter was re-elected as Chair for 2016 – 2017</li> <li>• Mrs L Seymour was re-elected as Vice Chair for 2016 - 2017</li> </ul>	
2.	<b>Apologies:</b> <ul style="list-style-type: none"> <li>• All were present</li> </ul> <b>Pecuniary Interests:</b> <ul style="list-style-type: none"> <li>• Governors completed new forms.</li> </ul>	LaS to complete form at next meeting.
3.	<b>Minutes of previous meeting:</b> <ul style="list-style-type: none"> <li>• The minutes of the FGB meeting held on 27<sup>th</sup> June 2016 were accepted as a true record and were signed by the Chair.</li> </ul> <b>Matters Arising:</b> <ul style="list-style-type: none"> <li>• Troon still maintain their crossing patrol after appealing to the council. Thanks go to councilor Robert Webber, for his support in this matter.</li> <li>• After a reshuffle of the Rainbow MAT board, RC is no longer on the finance committee.</li> <li>• All subcommittee members are directors.</li> <li>• LiS is the stand alone Safeguarding Officer.</li> </ul>	
4.	<b>Head's Report:</b> <ul style="list-style-type: none"> <li>• JL presented her report which had been distributed prior to the meeting. Her report contained the following headings: <ul style="list-style-type: none"> <li>➤ School characteristics</li> <li>➤ Attendance</li> </ul> </li> </ul>	

	<ul style="list-style-type: none"> <li>➤ SEND</li> <li>➤ Start of the term</li> <li>➤ End of KS2 results</li> <li>➤ End of KS1 teacher assessments</li> <li>➤ Year 1 phonic screening results</li> <li>➤ Foundation Stage results</li> <li>➤ Aspire Update</li> <li>➤ Rainbow MAT update</li> <li>➤ Premises</li> <li>➤ Staffing</li> </ul> <p><i>Question: What is the difference between Learning Conferences and Parents' Evenings? A: Learning Conferences are child led. Three way discussions held between teacher, parents and child. Targets, what's good and what could be improved would be shared by all. This idea comes from Aspire and Troon will be trialling it this Autumn.</i></p> <ul style="list-style-type: none"> <li>• Attendance was very good again for 2015 – 2016 with Year 3 doing particularly well. One child being absent for genuine medical reasons makes a big impact on percentages. With Raise Online the attendance figures are only up to 31<sup>st</sup> May, which are even better.</li> <li>• School will be targeting a small group of Year 1 boys who have poor attendance records.</li> </ul> <p><i>Q: Has anything been done to improve latecomers? A: Letters were sent out last term with varying responses. Fran Pender, EWO, has arranged to come in in November to stand at the gate to speak to parents who turn up late. It is noted that working parents are rarely late as they have to get up to go to work.</i></p> <p><i>Q: Are the latecomers generally FSM pupils? A: No.</i></p> <ul style="list-style-type: none"> <li>• TC thanked JL for her comprehensive report.</li> </ul>	
5.	<p><b>Governor Priorities, Visits and Events:</b></p> <ul style="list-style-type: none"> <li>• Literacy – RG and FC</li> <li>• Attendance &amp; Punctuality – JL and AJ</li> <li>• PP &amp; SG – JL and LaS</li> <li>• EYFS &amp; SEND LiS, SJ and RG</li> <li>• Maths &amp; more-able learners – RC and LA/JL</li> <li>• Sports Premium – IW and SM</li> <li>• Learning Environment – IW and SJ</li> <li>• General overview &amp; Teaching &amp; Learning – TC and JL</li> </ul> <p><i>Q: Who are the Learning Ambassadors? What is their job? A: Learning Ambassadors have replaced the School Council, with a change of focus- just concentrating on learning . LAs are pupils elected by their peers. They meet regularly with JL to discuss ways of improving learning throughout the school. Their first task is to carry out a reading survey in the</i></p>	

	<p><i>classrooms.</i></p> <p><i>Q: What is happening this year with the Aspire programme?</i></p> <p><i>A: Adviser Visits have been reduced to one per term now, which allows staff to consolidate what they have learned from the Aspire programme. It also allows time for new staff members to become familiar with the programme. Also there is a strategic planning day with other schools in the Mat once a term along with termly support for middle leaders. Each term there are network meetings in Roche for key leads from all the Cornish schools. Trialling and introducing learning conferences are the main focus for this term.</i></p> <p><b>Events:</b></p> <ul style="list-style-type: none"> <li>➤ Parents' evenings – 12<sup>th</sup> October 3.15 – 6.30 and 13<sup>th</sup> October 3.15 – 5.30. Governors were invited to attend <ul style="list-style-type: none"> <li> 12<sup>th</sup> – TC, LS</li> <li> 13<sup>th</sup> – TC, IW, FC, RC</li> </ul> </li> <li>➤ Harvest festival – 14<sup>th</sup> October at 9.15am</li> <li>➤ K Brokenshire visit – 22<sup>nd</sup> November</li> <li>➤ Tree decorating – 7<sup>th</sup> December</li> <li>➤ Christmas Fair – 9<sup>th</sup> December</li> <li>➤ Carol Concert – 13<sup>th</sup> December</li> <li>➤ Lantern Parade – 15<sup>th</sup> December</li> </ul> <ul style="list-style-type: none"> <li>• TC commented on how all the classrooms are looking superb. Immersive learning is having a great impact. Eg. World War II room. RC to write a visit report on environments.</li> <li>• All governors encouraged to write report for any visit to school in preparation for Ofsted with emphasis on impact on children's learning.</li> <li>• Training courses are available for governors.</li> <li>• JL to see what's available through Bex Couch.</li> <li>• Suggestion put forward to look to the future and contemplate requesting a new classroom as new housing developments mean more pupils in area and Troon School cannot take many more as it is now.</li> <li>• A subcommittee was formed to include TC, JL and RC to look into this matter further. Councillor Robert Webber to be invited to join.</li> </ul>	
6.	<p><b>Self-Evaluation:</b></p> <ul style="list-style-type: none"> <li>• Self-Evaluation Update was distributed prior to the meeting.</li> <li>• All staff have an input into this document.</li> <li>• Discussed Reading Cafes – it was useful for Makaton</li> </ul>	<p>RC to write report</p> <p>JL to investigate availability of courses for governors.</p> <p>TC to invite R Webber along.</p>

	<p>to be modelled for parents in EYFS.</p> <ul style="list-style-type: none"> <li>Looking at ways to engage parents in reading at home with their children – a book club to be run by S Medlyn and P Hooper – male role model to encourage boys.</li> <li>Children who don't read at home are targeted in school and heard more. Staff need to know their pupils and know the level of support pupils are getting at home.</li> <li>DA to create a crib sheet for parents on using Twitter. This can go on the website and in a newsletter.</li> <li>Children's fitness has improved noticeably. Pupils are running three times a week at the moment – 5 minutes a day. Improved fitness was noticed at sports day.</li> </ul>	<p>JL to ask DA to create a crib sheet for parents</p>
<p>7.</p> <p>5.30pm</p>	<p><b>SIP:</b></p> <ul style="list-style-type: none"> <li>SIP was distributed prior to the meeting.</li> <li>Dough Disco is an exercise programme for the fingers and hands to aid with fine motor skills.</li> <li>RWI continues across KS1 until children reach expected standard.</li> <li>Progress is well above floor standards in reading, writing and maths, but reading is a focus in the SIP because progress across KS2 was not as good as the other subjects.</li> <li>Pupils joining Troon further up the school have impacted on reading results.</li> <li>Troon are now at the stage where all year groups have experienced RWI.</li> <li>RWI to be updated. RG attended a course last week and some resources and techniques need changing. We have 3 other members of staff being trained next week and RG will update all staff.</li> <li>Phonic screening results were above average.</li> </ul> <p>LS arrived.</p> <ul style="list-style-type: none"> <li>Paul Hooper is monitoring the Accelerated Reader programme now that Mr Richards has left.</li> <li>Rising Stars comprehension programme supports Accelerated Reading and fits with other work throughout school.</li> <li>Self-Evaluation links with SIP, which is shorter because school doing well.</li> <li>Addressing more-able pupils needs to be added to the SIP.</li> </ul>	

CW to make enquiries at Treloweth

	<b>A.O.B:</b> <ul style="list-style-type: none"> <li>• See confidential</li> </ul>	
	TC thanked everyone for their attendance. The meeting closed at 6.10pm.	
	<b><u>The next meeting will be held on 5<sup>th</sup> December 2016 at 4.30pm.</u></b>	

Signed: .....

Date: .....