

Troon C P School		Action
Minutes of a meeting of the FGB of Troon C P School held at the school on Monday 16 th May 2016 at 4.30pm.		
Present:	J Lamb (Head) T Carter (Chair) I Williams R Collins La Seymour A Richards F Curnow Li Seymour A Jenkin	
Clerk:	C Williams	
1.	Apologies: All present Pecuniary Interests: None	
2.	Minutes of previous meeting: <ul style="list-style-type: none"> The minutes of the FGB meeting held on 21st March were accepted as a true record and were signed by the Chair. Matters Arising: <ul style="list-style-type: none"> M Godolphin is qualified, however the other MAT schools were not happy with the reports produced, so he will not be used again by Troon School for H & S audits. E-safety session for parents – G Pascoe is looking into this for all MAT schools. All skills audit forms in now. 	CW to send blank form to JL
3.	Head's Report: <ul style="list-style-type: none"> JL presented her report which had been distributed prior to the meeting. It included: <ul style="list-style-type: none"> School characteristics Attendance SEND Pupil Premium Safeguarding Performance Management School Improvement (R Chalkley) Working in partnership – <ul style="list-style-type: none"> Sithney School Immersive Learning CSIA Sports Partnership Music Hub Community Links Parental Engagement Maths Meeting 	

<p>4.38</p>	<p style="text-align: center;">FTS</p> <p><i>Question: What is the difference between Child Protection Plan and Child in Need Plan? Answer: Child Protection Plan is used where a child is deemed at risk of significant harm. Child in Need Plan is used for a child in need but not at risk of harm. If a child fits neither of these plans they may be referred to a family support worker.</i></p> <p><i>Q: How does the attendance figure compare with last year's? A: Last year Troon had a better percentage than the Cornwall average at 3.9 and I line with NA. This year promises to be very good again and should be in line with the National Average.</i></p> <p>Li S arrived.</p> <p><i>Q: How does Troon's SEN number compare with national average? A: Last year we were above NA – currently In line with national average.</i></p> <ul style="list-style-type: none"> At the end of last term two pupils – persistent absence (below 90%) – parents have received letters. If there is no improvement they will be invited to an attendance clinic with the EWO after half term. Neither child is SEN or on a plan. <p><i>Q: What happens if attendance does not improve?</i></p> <p>If no improvement after the EWO then a conference is arranged with the wider family to find more support/help, before threat of court action.</p> <p><i>Q: Does Performance Management include TAs? A: Yes.</i></p> <ul style="list-style-type: none"> A well-being survey to be carried out with teachers and TAs – similar to last year. It will be anonymous. RC volunteered to compile results. A parent survey will be sent out in June/July. Only one parent took child out on Strike Day for Kids protesting against SATs testing. A lovely letter was received by JL explaining reasons and praising the school and teachers. This is marked as an unauthorized absence. Y2 pupils are not made aware they are taking tests as we do not want them feeling stressed or under pressure. Use of Classroom Monitor has improved following further (better) training by Nash Patel. <p><i>Q: What is Classroom Monitor? A: It is a programme for teachers to track pupil progress and attainment. There are no levels now – see sheet for explanation of assessment expectations.</i></p> <p><i>Q: How are pupils selected for pupil conferencing? A: Depends on the focus of the conference e.g. girls' Maths, boys' writing, could be mixed ability group or pupil premium children.</i></p> <ul style="list-style-type: none"> Aspire has led to more pupil conferencing. This is good 	<p>JL to arrange survey by the end of term. RC to compile results.</p>
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4.52	<p>practice for Ofsted.</p> <p>A J arrived.</p> <ul style="list-style-type: none"> Pupils are confident now to show and talk about their learning. This is a great life skill to be able to express themselves. Two pupils selected for STEM (Science, Technology, English and Maths) at Camborne Academy, but unfortunately did not get through the interviews. Learning ladders are proving to be good, worthwhile. Used in KS2 English and Maths and just for Maths in KS1. <p><i>Q: How do pupils know where to start on the ladder? A: An assessment often in the form of a quiz is carried out to ascertain an appropriate starting point for each pupil or it is a negotiation between teachers and pupils.</i></p> <ul style="list-style-type: none"> Part of Mastery is to teach others, so more able pupils are given the chance to teach/ peer tutor others in their class. Immersive Learning was evident in the classrooms, with a Roman forum in one and a woodland in another. <p>The Chair thanked JL for her informative report.</p>	
4.	<p>MAT Update:</p> <ul style="list-style-type: none"> Sam Jones has been appointed as Executive head of the Rainbow MAT from September. She will no longer be head at St. Meriadoc Juniors. Interviews this week for Finance Manager. Bex Couch is the new MAT clerk. Dr. Pat McGovern has been nominated to join the MAT board. Pat was head of Helston Secondary school and currently works for the learning Institute so is well placed to make a significant contribution to the board. Date of MAT AGM? Unknown at present. 	TC to check date of AGM.
5.	<p>Aspire Update:</p> <ul style="list-style-type: none"> Report was distributed prior to the meeting. KB visiting school on Wed 18th May. (Development Day) Coaching partners being used effectively. Jan Clayden – Achievement Team meetings are held with teachers, now to include TAs once a term. Focus on solutions to a problem. Termly learning conferences with parents are child led rather than teacher led. School picks what works for them from the Aspire programme rather than trying to follow everything. KB is proving to be an excellent adviser. Pedagogy and Curriculum includes both English and Maths. 	

	<i>Q: What does GLD mean? A: Good Level of Development.</i>	
6.	<p>Classroom Organisation:</p> <ul style="list-style-type: none"> • Draft plan distributed at meeting. • J C will be starting maternity leave at end of September. • Use money from reserves to bring in new staff member at start of September to ensure smooth transition from one teacher to another in nursery. <p><i>Q: What are the cost implications? A: It depends on where new staff member is on the pay scale, and whether they are employed full or part-time in September. This is flexible at the moment.</i></p> <ul style="list-style-type: none"> • Class numbers fluctuate throughout the school. JL has proposed the best way of organising classes for September and has named prospective staff for each class as appropriate. • One possible new child in Y4 from Ninemaids will need full time support. • Y1 split will be considered with friendship groups, ability and age/maturity of the children. It is important to ensure all children have the same opportunities regardless of which class they are in. • One child with Downs syndrome in nurse at moment – applying for funding for 1: 1 in September. • Another child with Downs will be starting in September in Nursery and will also need support – an application for an EHCP has turned down and has now been resubmitted. • Interviews for KS2 teacher will take place next Tuesday. • Maternity cover to be appointed – maybe Charlotte Kirby – highly recommended by 2 other head teachers. • TAs to be appointed for Y4 pupil if the SEND panel agree the 32.5 hours. <p><i>Q: How would the school cope if more pupils applied for EYFS? A: There are potentially four spaces in EYFS/Y1 in September. The school do not foresee more than four more pupils seeking a place at Tron.</i></p>	
7.	<p>Governor Visit Reports:</p> <ul style="list-style-type: none"> • Reports were received from <ul style="list-style-type: none"> • I Williams – pupil conferencing • R Collins - Maths • Li Seymour – pupil conferencing <p><i>Q: When is the wildlife pond being installed? A: Hopefully this week.</i></p>	Copies available from JL.
8.	<p>Data Discussion:</p> <ul style="list-style-type: none"> • Information sheets were distributed at the meeting. • Classroom Monitor shows where children are and their expected level. 	

	<ul style="list-style-type: none"> School has to prove pupils are making progress. This is the first year. Figures on sheet are shown for April. Further progress has been made since then. Only two of four years of the new curriculum have been experienced so far. Children joining school in middle of year have an impact on data. <p><i>Q: Can Troon compare their data with other MAT schools?</i> <i>A: A good idea – would give a benchmark. JL to action.</i></p> <ul style="list-style-type: none"> No pass mark for new SATs yet. Results due 7th July. 	JL to compare data with other MAT schools.
9.	Premises: <ul style="list-style-type: none"> Volunteer parents are coming in to dig the pond. A bid is being put together for an outdoor classroom. Trevenson are putting together a bid for new goalposts School has been awarded grant funding for flat roofing on building – this will be done during summer holidays. 	
10.	Impact Statements: <ul style="list-style-type: none"> These are in preparation for Wednesday's meeting with KB. 	
11.	Personnel Update: <ul style="list-style-type: none"> Covered in Item 6. 	
12.	Safeguarding: <ul style="list-style-type: none"> No issues to discuss. 	
13.	Health & Safety: <ul style="list-style-type: none"> Hall doors were difficult to shut – this has been addressed. Trail rope is broken – awaiting fixing. 	
14.	A.O.B: <ul style="list-style-type: none"> Summer Festival - Saturday 9th July – Victorian theme Dates for next year to be decided. 18th May – attendees – TC, RC, AJ, FC, IW, Lis, AR. 	CW to draw up dates.
	The meeting closed at 6.15pm.	
	<u>The next meeting will be held on Monday 27th June 2016 at 4.30pm.</u>	

Signed:

Date: