

Lanivet Primary Academy
Local Governing Body

Minutes of a Local Governing Body meeting held on Monday 12th December 2022 at 4pm online via Teams

Present: Claire Davies (Chair)
Heather Jones
Imogen Ward
Robin Francis
Joanna Harvey (Headteacher)

Apologies: Jenny Storry

In attendance: Julia Stoneman (Clerk to the Governors)

Key:	EWO – Educational Welfare Officer
SDP – School Development Plan	KCSIE – Keeping Children Safe in Education
SEF – Self-Evaluation Form	TIS – Trauma Informed Schools
PP – Pupil Premium	CP – Child Protection
EYFS – Early Years Foundation Stage	CPOMS – Child Protection Online Management System
SCR – Single Central Record	MARU – Multi-agency Referral Unit
EHCP – Education Health and Care Plan	SODA – Scheme of Delegated Authority
FSM – Free School Meals	CIC – Children in Care
BDA – British Dyslexia Association	UPS – Upper Pay Scale

		Action Point
1. Apologies for absence	Apologies were received and accepted from Jenny Storry.	
2. Opportunity to declare an additional pecuniary interest	The register of interests had been circulated. JH declared that she is now on the governing board at Wave North Cornwall AP Academy.	
3. To approve the minutes of the last meeting	The minutes of the meeting held on 12 th October were taken as a true and accurate record of proceedings.	
4. Any matters arising	It was agreed to invite Michele Doherty to the next meeting to discuss data.	1 Clerk
5. Finance update	Governors confirmed that they had received the September and October finance reports which had been previously circulated. NA went through these and governors were invited to ask questions. From this: <ul style="list-style-type: none"> a. Teacher pay awards are in place. Support staff have moved from £9.50 per hour to £10.50. This will have an impact on the bottom line. b. The number of EHCP units is lower than originally forecast. However, High Needs Protection is £7k for the autumn term and should offset this. c. The recent PEX incurred costs from the TPAT legal team. This will be in the budget in due course. d. All schools are in a similar position. There are reserves to mop up any deficit this year. It will be a challenging period. e. There will be a clearer picture in January when it becomes clear what the intake will be. It is likely that there will be an intake of 9 this year. It was agreed that a plan is needed to maintain the school and make it more attractive with the resources available. The recent Ofsted report will make the school more attractive. f. It was agreed that JH and CD would have a finance meeting in January. g. Energy costs remain a concern. The government have extended the price cap for businesses. h. Governors thanked NA for attending and he left the meeting. 	2 CD JH NA
6. Health and Safety	Governors confirmed that they had received the updated TPAT Health and Safety Policy for information. JH will chase up the latest compliance review. It is RAG rated and there had previously been no red issues.	3 JH

	The radon check was okay. The latest legionella and water checks will need dealing with. Robin Francis agreed to be the governor responsible for health and safety. He will meet with JH to discuss this.	4 JH RF
7. Policies for approval	<p>Governors discussed the new anti-bullying policy which had been previously circulated. JH explained that it had been reviewed because of ongoing reported bullying cases from parents. There is parental concern around school actions and inactions and after speaking to parents it highlighted that the previous policy was out of date. The new policy is more robust and references the necessary documents.</p> <p>A governor asked about the 'support group approach' and how this group would be facilitated. JH explained that it would depend on who was involved with the reported bullying. There are some adults who are more attuned to positive support and the most supportive adult for the children involved would be considered. It could be a TIS practitioner for example.</p> <p>A governor asked whether that group would change. JH confirmed that it would, as there is a big difference between Year 1 and Year 6, for example. Often Year 1 allegations are parental led and the school needs to look into what is going on and how the support is built. With Year 6 for example, a 'stay safe' group can work as mentor support.</p> <p>A governor queried whether the wording in one of the steps; 'attention is not withdrawn because there is no trouble, or a provocative victim may be inadvertently encouraged' could appear as victim blaming. JH agreed to reword this.</p> <p>Subject to this change the anti-bullying policy was approved.</p> <p>Governors discussed the charging and remissions policy which had been previously circulated. This led to a discussion about swimming. Voluntary contributions are needed for transport. If not enough funds are raised it has to be cancelled. However, swimming is a statutory expectation. Children must be able to swim 25m so need enough lessons to achieve this. The school has its own trained swimming instructor, and this will help reduce costs.</p> <p>A governor asked whether there is a plan for swimming. JH explained that they will take all the Year 5s, along with the Year 6s who are still not able to swim 25m.</p> <p>There may be an option to use the pool at Tywardreath School</p>	5 JH
8. AOB	<p>Governor monitoring schedule to be added to the next agenda.</p> <p>The clerk to invite Mr Heard to the Spring 2 meeting to discuss behaviour and attitudes.</p>	
9. Future dates	<p>6th February at 4pm at Lanivet School – LGB meeting</p> <p>27th March at 4pm online via Teams – LGB meeting</p>	
In order to evidence that governors are providing challenge to leaders in the school, these questions are highlighted in the minutes		

Action Point	Governor/Clerk	Action point to be addressed	Action Update
1	Clerk	Invite Michelle Doherty to a meeting to discuss data and attendance	
2	Nick, Claire and Jo	Finance meeting early spring term	
3	Jo	Chase up compliance review	
4	Robin and Jo	Meet to discuss health and safety	
5	Jo	Reword sentence in anti-bullying policy	