



Minutes For The Meeting Of The Full Governing Board Of Bosvigo School
Held On 25th September 2023 At 17:00

PRESENT:

Chris Wallis (Head Teacher)
 Charlotte Overton (Clerk)
 Katie Tucker (Chair)
 Nick Bailey
 Juliana Jeffares
 Helen O’Kane
 Victoria Robinson
 Katie Smith

		ACTION
1.	APOLOGIES	
1.1	Offered by Dave Bullen and accepted by the chair.	
2.	DECLARATION OF PECUNIARY INTERESTS	
2.1	Annual DPI forms will be distributed to governors to complete.	Charlotte Overton
3.	MINUTES OF THE LAST MEETING / MATTERS ARISING	
3.1	Minutes from previous meeting agreed and signed off as an accurate record.	
3.2	No matters arising.	

4.	<p>HEADTEACHERS REPORT</p> <p>This has been circulated in advance of the meeting and read by governors. Key points discussed:</p>	
4.1	<p><u>Personnel:</u></p> <p>Anne Davis has given her notice and leaves at the end of this half term. Chris Wallis outlines how her key roles will be shared until a replacement has been formally recruited.</p> <p>Kim Riggall joined the school 12 months ago and has been providing pastoral support to pupils which will continue. She is the safeguarding governor at her children’s school and has experience with the contact centre in social care.</p> <p>Naomi McNally will take on the Fare Share provision and cover food ordering, management of stock and distribution. Fare Share costs around £1000 per month to run and the school could not absorb this cost, so it is vital that we retain our funding.</p> <p>Safeguarding is shared between Chris Wallis and Jo Penrose and once longer term recruitment for the role has been determined that person would also be added to the safeguarding team.</p> <p>Staff across the school may be approached to take on additional pastoral work. Some children need to work with adults who are TIS trained and those adults who have the right characteristics to do nurture based work.</p> <p>Katie Tucker requests that a list of Anne’s role and priorities is drafted. Governors are told that a number of the families Anne has been working with left over the summer.</p>	
4.2	<p><u>Attendance</u></p> <p>The schools daily attendance data is shared with the government. Our attendance figure for last year was 93%, which is low.</p> <p>Nationally, the absence rate was 7.5% whereas in Cornwall it was 8.5%.</p> <p>Persistent absence nationally was 23%, in Cornwall it was 23% and at Bosvigo it was 21.3%.</p> <p>We have notably below average figures for the Year 2 cohort. Our data shows that girls generally have lower attendance which is linked with anxiety in a lot of cases.</p> <p>Attendance for pupils who are eligible for Free School Meals (FSM) is higher than those who are not eligible. This is largely due to families taking holidays during term time. Currently, families do not get fined for removing their children from school.</p>	
4.3	<p><u>Special Educational Needs (SEN)</u></p> <p>Jo Penrose has an additional day out of class to manage her SEN workload.</p> <p>16.6% of our school community is on the SEN register.</p>	

<p>4.4</p> <p>4.5</p>	<p>10 children have an Education Health and Care Plan (EHCP) with a further two applications in process. Our SEN figures are moving closer to representing the national average.</p> <p>There are as many children receiving SEN support in Year 1 as there is in Years 2 and 3 combined. Year 5 has always been a low attaining cohort and is high in SEN need.</p> <p><u>Free School Meals (FSM)</u></p> <p>65 children are eligible for FSM which is a jump of 19 since January, including 12 in EYFS. The increase equates to around £40,000 in funding.</p> <p>Governors ask if the threshold has changed?</p> <p>A. No, but we were quicker in highlighting it to our new cohort and families across the school this year.</p> <p><u>National Tutoring Programme (NTP)</u></p> <p>We used all our allocated hours last year. We only have four staff members this year who can deliver the provision but they are very proficient in doing so. 50% of the scheme is government funded and we intend to phase it out slowly. We have started this term with maximum provision and will scale if back from the Spring term.</p> <p>Is the impact of the NTP measurable?</p> <p>A. It is not possible to attribute progress just to tutoring, however, our tutoring has been targeted at those who are on the cusp of working just below expected standards. Tutoring now takes place in the morning before school, as afternoon sessions clashed with after school clubs which goes against the ethos of our school.</p> <p>Additional matters about the HT report were discussed and are contained in the confidential minutes.</p>	
<p>5.</p> <p>5.1</p> <p>5.2</p> <p>5.3</p>	<p>SCHOOL DEVELOPMENT PLAN</p> <p>Writing is a priority for this academic year. Maths and reading data is strong throughout most year groups but writing is weak.</p> <p>Nationally, 71% of children achieved the early learning goals compared to Bosvigo which was 53%.</p> <p>Governors agree it is necessary to have a separate meeting to review key data with a focus on writing. This meeting is scheduled for 12th October and will also cover broader data.</p> <p>Subject leads have been given an agreed pro forma to ensure consistency when giving updates to the governing board. Governors ask if this can be circulated a few days in advance for review ahead of meetings.</p> <p>An updated SDP will be circulated to governors by half term.</p>	<p>Chris Wallis</p>

6.	SAFEGUARDING	
6.1	See item 4.	
6.2	Staff have received their safeguarding training for the start of the year and need to sign declarations to say they have read the policies.	Chris Wallis
7.	SEND	
7.1	See item 4.	
8.	PUPIL PREMIUM	
8.1	See item 4.	
9.	POLICIES	
9.1	The following policies have been circulated prior to the meeting: Safeguarding Staff Code Of Conduct Low Level Concerns	
9.2	Governors are to read these and then confirm to the clerk once read to agree and ratify.	All Governors
10.	URGENT / CONFIDENTIAL MATTERS	
10.1	No urgent matters.	
10.2	See confidential minutes.	
11.	ANY OTHER BUSINESS	
11.1	Victoria Robinson raises that the wraparound provision is always full. Chris Wallis confirms we are tied by the number of children we can legally have and will struggle to increase the numbers. It is agreed Bosvigo families will be given five days additional time to book holiday clubs before they are opened externally for bookings. Meeting concludes at 19:00.	

DATE OF NEXT FULL GOVERNORS MEETING: 12.10.2023