

**Minutes Of A Meeting Of The Full Board Of Governors Of  
The Federation Of Boskenwyn And Germoe Schools:**

**Held At Boskenwyn On Wednesday 20<sup>th</sup> March 2019 At 18:00**

PRESENT:

Dr Russ Monhemius (Chair)  
Miss Paula Blackburn (Head teacher)  
Charlotte Overton (Clerk)  
Jay Faust  
Naomi Penrose  
Anita Care  
Katie Knight  
Denise Rusga  
Ruth Gingell  
Brian Toney

		ACTION
1.	<b>APOLOGIES</b> Received from Jo Nicholas & Wendy Jones and accepted by Russ Monhemius	
2.	<b>DECLARATION OF PECUNIARY INTERESTS</b> No Interests declared at this meeting	
3.	<b>MINUTES OF THE LAST MEETINGS</b> Paula Blackburn referenced safeguarding (point 5) and confirmed a safeguarding audit was requested. Nick Millward, SEMH officer visited Boskenwyn and Germoe and was really impressed with how inclusive the school is for children with special educational needs. He commented the federation worked well together.  Paula Blackburn attended Level 3 Multi Agency Training Course and advised panel of signs of child sexual abuse and indicators. Leaflets were circulated to staff and are displayed on the safeguarding notice board.  Russ Monhemius is booked onto a governor safeguarding course.  Flexi schooling of one pupil discussed, it is confirmed that child now attends school full time  Previous minutes approved unanimously by the panel and signed off by chair.	
4.	<b>MATTERS ARISING</b> None	
5.	<b>SAFEGUARDING</b> Section 175 audit is due at the end of May. The safeguarding committee will set a date ahead of the audit.	<b>Paula Blackburn</b>
6.	<b>DATA</b>  Boskenwyn data was analysed and findings are as follows:  <ul style="list-style-type: none"> <li>• Phonics data is both historically and currently very strong</li> </ul>	

	<ul style="list-style-type: none"> <li>• Maths data was in the bottom 10% and weaker for middle attainment children, but progress has improved at the bottom and lower end of the spectrum</li> <li>• In September 2019 Germoe will be piloting the new base line reception testing</li> <li>• Rarely notice a trend in such cohorts, writing is the weakest which is in keeping with national statistics</li> </ul> <p>Paula Blackburn discussed how inward mobility highly impacts collective data, this would need to be flagged to OFSTED. Year 6 data does not give a true representation of ability.</p>	
7.	<p><b>SCHOOL DEVELOPMENT PLAN</b> To be carried forward to next meeting</p>	
8.	<p><b>ATTENDANCE</b> This has improved and investigations showed that most pupils were late rather than absent.  Letters sent to parents to highlight the negative impact. Suggestions made by panel members to improve prompt arrival or have soft impact in the class rooms so lessons don't start until 9:10.  Panel agree to review these suggestions at next meeting.</p>	<b>Governors</b>
9.	<p><b>SEND</b></p> <p>Paula Blackburn advises inclusion support funding has been applied for on behalf of a pupil at Boskenwyn who was at risk of exclusion. It is aimed to provide alternative methods to pupils and have a learning negotiator to support them to think and behave differently. Other children are intended to receive this funding as well.</p> <ul style="list-style-type: none"> <li>• The budget is approximately £3000 for every child that is approved and eligible for the scheme</li> <li>• Qualifying criteria is the child must be very close to exclusion</li> </ul>	
10.	<p><b>ADMISSIONS</b> Admissions policy for 2020/2021 was submitted in good time to local authority for approval. Reception numbers will be confirmed in April but early numbers suggest 15 first place applications at Boskenwyn and 10 at Germoe. A lot of second place applications were received for both schools.</p>	
11	<p><b>FINANCE</b> Both budgets on track and will break even.</p>	

	<p>A few one- off costs have prevented a big surplus with additional building work being done. Removing these costs means the federation will be in a strong position financially in the coming years.</p> <p>Committee panel members verified as follows:</p> <ul style="list-style-type: none"> <li>• Finance committee: Russ Monhemius, Brian Toney, Claudia Hiscott-Walsh, Anita Care</li> <li>• Teaching and learning committee: Denise Rusga, Katie Knight, Susan Evans</li> <li>• Health and safety committee: Brian Toney, Jay Faust</li> <li>• Appeals committee (pupils and staff): Russ Monhemius, Brian Toney</li> <li>• Staff discipline: Jay Faust, Wendy Jones</li> <li>• Safeguarding Governor: Russ Monhemius</li> </ul> <p>Panel discuss benefits of having a curriculum governor instead of specific subjects.</p> <p>Panel agree to re- confirm all committee members at next meeting and nominate new members where there are any gaps.</p>	<b>Governors</b>
12	<p><b>PUPIL PREMIUM</b> No updates – carried forward to next meeting</p>	<b>Governors</b>
13	<p><b>INSET</b> Erasmus and pupil mobility projects discussed: Four members of staff recently went to Greece to participate in a training event, and a reciprocal visit is planned. An opportunity has arisen to take four children from Germoe school to Romania in October 2019 using EU funding. Discussion between the panel over how to select the students who can go. It is agreed this trip is most suitable to year 6 pupils. Next steps are to send a letter to parents to gauge interest, followed by a meeting with parents and pupils to discuss fairly and openly who is able/willing to go. Panel discussed success criteria potentially being based on behaviour and attitude of pupils.  Clarification needed over whether schools can select pupils for trips during term time and that there are no legal ramifications.  Paula Blackburn outlined an ongoing project to Bulgaria which will be running under Boskenwyn and will be submitted to EU by midnight 20<sup>th</sup> March.  Panel asks if there has been any follow up from the Chinese students who wanted to visit last year. It is confirmed they could not find a group small enough to run the scheme. No further action.</p>	<b>Russ Monhemius</b>
14	<p><b>HEAD TEACHERS REPORT</b> Due at next meeting</p>	
15	<p><b>HEALTH &amp; SAFETY</b> PAT testing has been completed at Boskenwyn and a fault with the electrics was reported. A new</p>	

	<p>switch for emergency lighting has been fitted and a new certificate has been issued to show compliance.</p> <p>A child has fallen off the apparatus in the playground at Boskenwyn and broken her arm. The doctors advised parents the height that she fell from made the injury worse. The paperwork from when experts assessed the equipment has been checked, no concerns were flagged over the height of the equipment in that report. The presumption therefore is that the school is legally covered for a potential claim. Recommendations to install rubber flooring/netting have been completed.</p> <p>Safety has been explained to the pupils regarding use of the playground equipment and the importance of their own risk assessments and sensible judgment when playing.</p> <p>Jay Faust raised a loose climbing rope with a hook on it which has been tied on a beam. Brian Toney will assess asap to either fix or remove the rope.</p> <p>Panel agree equipment needs to be regularly checked and signed off as being deemed safe.</p> <p>Paula Blackburn confirmed DTGS have been asked to visit as a result of this incident. The risk assessment has been revised to reflect this for audit purposes and also to show that any suspected break or injury to the head involving a pupil will be reported to the parent/carer immediately.</p> <p>Brian Toney confirms he has spoken with fire brigade regarding the alarm at Germoe and will update Paula Blackburn separately.</p>	<p><b>Brian Toney</b></p> <p><b>Brian Toney</b></p> <p><b>Brian Toney</b></p>
16	<p><b>HEAD TEACHERS PERFORMANCE MANAGEMENT</b> Date to be set</p>	<p><b>Paula Blackburn</b></p>
17	<p><b>CONFIDENTIAL MATTERS</b> None</p>	
18	<p><b>AOB</b> GIAS – ‘Get information about schools’: there is a legal requirement to put governor’s information about schools on their website, currently there is no information. The revised version of the school profile needs to be uploaded onto this website.</p> <p>Panel agree to fund the NGA e-learning package as a training aid for all attendees of the governor meetings. Total cost £110 per annum. Russ Monhemius to purchase the licence.</p> <p>Paula Blackburn confirms a PCSO attended the school to discuss a recent parking complaint from Boskenwyn neighbours in an adjacent property. They were invited to attend to resolve matters but declined.</p> <p>Communal Monitoring date set: Friday 3<sup>rd</sup> May am</p>	<p><b>Anita Care</b></p> <p><b>Russ Monhemius</b></p>
19	<p><b>DATE OF NEXT MEETING</b> 15<sup>th</sup> May 2019 Germoe School at 18:00</p>	