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**Lanivet Primary Academy**

Local Governing Body

**Minutes of a Local Governing Body meeting held on Tuesday 26th April at 2022 at 4pm online via Zoom**

**Present:** Claire Davies (Chair)

Heather Jones

Joanna Harvey (Headteacher)

Imogen Ward

**In attendance** Julia Stoneman (Clerk to the Governors)

Nick Aldworth (Management Accountant)

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| **Key:**  SDP – School Development Plan  SEF – Self-Evaluation Form  PP – Pupil Premium  EYFS – Early Years Foundation Stage  SCR – Single Central Record  EHCP – Education Health and Care Plan  FSM – Free School Meals | GLD – Good Level of Development  EWO – Educational Welfare Officer  KCSIE – Keeping Children Safe in Education  TIS – Trauma Informed Schools  CP – Child Protection  CPOMS – Child Protection Online Management System  MARU – Multi-agency Referral Unit |

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|  |  | Action Point |
| 1. Apologies for absence | There were no apologies. |  |
| 1. Opportunity to declare an additional pecuniary interest | The register of interests had been circulated and there were no changes. |  |
| 1. SEND training | The SEND training to be rearranged as CW was unable to attend the meeting. | 1 Clerk/CD |
| 1. Finance update and training | Governors confirmed that they had received the February management accounts which had been previously circulated. NA went through these and did finance training with governors. From this:   1. In terms of EHCPs a governor asked why it appears that there are more SEND needs but less money. JH explained that over the last term children have been reassessed and numbers have increased. One child is now up to 20 units which matches the level of need in the school. Potentially there are others that could be that high. Twenty units is almost full support which is excellent, but it does not cover the wages of a TA. This gives a good explanation as to why the school has been struggling. It is recognition of a high level of need. 2. Pupil premium is likely to be lower in October. A focus going forward will be to maximise PP funding and get parents to sign up. 3. The school has signed up for an academic mentor. They will be employed by the end of this year. This is funded by the government and the school is liable to 5% and on costs. The overall cost for the school is around £5k and it means there is a full-time member of staff in the classroom. 4. Overall, the lines mirror the budget that was approved. There were changes in the teaching structure and academic mentor costs which has meant an increase, but JH brings in £11k of income from the central team and this offsets it. 5. There will be a clearer idea on the support staff pay award after April. 6. The school started with £80k of reserves. There were some ringfenced elements such as unspent Covid catch-up premium and sports premium that will be spend this year. There should be around £55-£60k in the bank, which is a tight budget for the school going forward. 7. A governor asked whether the schools in the Trust can bulk buy. NA confirmed that they do, and that with 24 schools they are able to negotiate and achieve best value. 8. It was agreed to have a Finance meeting on 8th June at 9.30am to scrutinise the draft budget before ratification by the LGB. |  |
| 1. Vision Statement | Governors discussed the vision statement. JH will share the parent questionnaire. Parents were asked for 3 things that the school does well and 3 that could be improved.  There is no particular theme in the commentary which is good. The things that parents felt the school the school does well are varied. There were a good number of responses.  Questionnaire to be put on the agenda for the June meeting.  It was agreed that JH would share some examples of a vision statement with governors. It might be a good idea for a teacher to write it.  ‘Healthy mind, Healthy Body and Healthy Planet’ runs through the curriculum already, but there needs to be an overarching statement of values and ethos. This will need to be on the website and ready for when the SDP is written in July. | 2 Clerk |
| 1. AOB | Governors were invited to come into school for SATs invigilation and to test whether SATs papers are locked away. |  |
| 1. Future dates | **Monday – 27th June at 4pm** at the school – LGB meeting (SDP and governor monitoring reports) |  |
| In order to evidence that governors are providing challenge to leaders in the school, these questions are highlighted in the minutes | | |

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| Action Point | Governor/Clerk | Action point to be addressed | Action Update |
| 1 | Joanna | Look into breakfast club funding | Will meet with NA and will be addressed along with the charging policy |
| 2 | Joanna | Website to be taken down to leave a holding page with statutory information |  |

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| **These minutes were passed as a true and accurate record of proceedings at the LGB meeting held on: ……………………………………**  **Signed ………………………………………………………………..Chair/Vice-chair** |