

29/3/26

MINUTES

Spring Term Meeting 2026

Local Governing Board: Princetown School

Thursday 19th March 2026 / 3.15pm at the School

1. **Welcome (to include brief recap on Trust Identity) and Apologies**

Present: Sheila Manning (Chair), Josh Bullock (EHT), Laura Taverner, Emily Crowley, Gary Manning (via Teams), Bethan Watts (new Parent Governor)

Apologies: None

In Attendance: Ann Cullum (Local Governance Officer).

The Chair opened the meeting with a brief recap of the Trust Identity.

2. **Declarations of Interest Relevant to this Agenda**

All governors confirmed no change in their pecuniary interests. BW has sent in her Pecuniary Interests form. No interests relevant to this meeting were declared.

3. **Governors News**

Toni Martin (previous Local Governance Officer) has now left the Trust. Her replacement is Gemma Peacock.

Shannon Mann resigned from the LGB on 10th January 2026 due to family and work commitments.

Sally Sinclair-Davey resigned from the LGB on 19th March 2026 due to ill health and lack of I.T.

The governors appointed Bethan Watts, as a new Parent Governor and Bethan agreed to take on the role of SEND Governor

Another three Co-opted (Community) Governors are required.

4. **Confirm Minutes of LGB Autumn Meeting (27th November 2025) and Matters Arising**

The governors accepted the minutes as a true and accurate record of the last meeting and the Chair signed a copy.

- Feedback on Governors' attendance at school Christmas events to raise their profile with parents. All staff and parents attended. **JB will add photos and a bio to the newsletter. A board should also be displayed in Reception with governor details.**
- **Nature activities pilot programme can a governor cover this? - carried forward – SM to email Laura Tabb (previous Governor)**
- Monitoring Visits and Working Group – *to be discussed in item 17*
- Governor Training – *to be discussed in item 17.*

5. **Management of Top 3 Risks**

1. Falling Roll numbers - we are losing ten Y6 children in the summer, but hopefully gaining 12 Reception children in September
2. Staff Retention - one member of staff has left recently due to re-location and another staff member is retiring soon, but one member of staff is expected to return from long-term sick. We have very well-trained TAs. **Can parents be informed of staff changes so they know who is**

teaching their children? Yes, we will pass this information on through the newsletter and at Parents' Evenings.

3. Attainment – our attainment is below average but it is an improvement on last year (when only 5 out of 10 reached target and 17% in Y6 SATs achieved Maths). However, we do have a large number of SEN children.

6. Confidential Matters

LT raised staffing concerns which are recorded separately in Confidential Matters.

7. Head's Report

The Head's Report has been made available to all governors; JB highlighted key points and governors raised various challenges and questions. Attendance is 95.63%, Free School Meals 94.94%, Persistent Absences 11.32% (National Average 18%) and Combined is 94.44% (National 95.2%). **How will Little Wandl be introduced to the children?** It won't start until September and staff are currently having training for this. Children are taught in different groups which means that JB needs to teach Phonics every day. In general, Read Writing Inc. is very similar but we will need to buy more books. **Reading is still low, is there any extra provision?** We have been able to provide additional tutoring. Y6 is showing good improvement. **How well has the splitting of KS1 classes gone?** Behaviour has improved which means the children can talk in an easier way and concentrate on their learning better. **How is the school's self-evaluation carried out?** We have our own learning goals with markers for Maths and Reading on iTrack. We can run assessments for KS1 now. Some children have expressed concern that they don't know how to do tests. JB will look at NTS Y1 tests. SATs will be taken in Summer and we can have a discussion about our testing system next term.

If 80% of Y6 are on the SEND register, do we have sufficient SENDCo time to help these pupils? We have Nicky Osbourne half a day a week when JB goes to Windmill Academy to teach for a day. We are doing everything we can to help these pupils. **Is the SENDCo's attendance dependent on the number of SEND pupils?** No, it isn't pro rata and although JB has queried this, the funding won't change this year.

Are you going to continue with Nurture Tribe? It is hoped we will run more groups next year as this has been very useful. The budget may be cut and we may need to ask for parental contributions.

The governors were satisfied with this and raised no further question nor challenges.

8. Improvement Plan & Data Analysis

EC has submitted a very comprehensive report which all governors have read and were happy with. No questions were raised.

9. Review Vision/Ethos

No changes were proposed to the Vision/Ethos. JB reported that the children are very well behaved off-site, which shows they are living the schools' vision.

10. Safeguarding

GM's report has been made available to all governors and key points were raised. **What is happening about the fencing?** This should be taking place at the end of April. The fencing will be replaced with 6 foot high fences as a safeguarding measure. **Have all governors taken Safeguarding training?** Yes, so has the new Parent Governor, Bethan Watts. **Are the PMR radios working?** They are all charged now but we haven't needed them since the behaviour has improved. It might be worth using these in First Aid cases. **Has the kitchen door been mended so that it locks?** It doesn't lock but it is kept closed now. Concern was expressed about any knives that were in the kitchen.

11. SEND

This has been covered in the Head's Report.

12. **PPG Review and next academic year plan – *carry forward***

13. **Attendance**

This has been covered in the Head's Report.

14. **EYFS statutory framework**

We should meet 7 out of 8 of our learning goals.

15. **Pre-School**

There was money available for a pre-school last November but we didn't have sufficient time to submit the proposal before the deadline. We will apply again this year.

16. **Compliance**

JB has checked everything GDPR and Cyber Security and everything is compliant. Sam Cardew (Trust Operations Officer) will be doing a Health & Safety check very soon.

17. **Governor Monitoring and Training**

Governor Training

SM - Safer Recruitment 11/11/25, KCSiE 9/3/26

EC – GDPR 16/3/26, KCSiE 16/3/26, Safeguarding 16/3/26.

All governors confirmed that they have received and read the ADMAT Termly Safeguarding Update as part of their ongoing Safeguarding training – including last term's.

GM to watch the 2025-26 KCSiE Update video and return Skills Audit.

Governors to Email copies of any relevant training certificates to AC so that records can be updated.

Monitoring and Working Groups

- **PPG impact and provision for this year (JB/EC) – *carry forward***
- **PE impact and provision for this year – (JB/EC) - *carry forward***
- Next likely Improvement Plan priorities and confirmation (JB/SM) – completed, JB's report shared with all governors
- Website compliance / On-line safety (JB) – completed, everything is satisfactory
- Data (EC) – completed, report shared with all governors
- Safeguarding (GM) – completed, report shared with all governors.

Monitoring and Working Groups for next term

- **Improvement Plan review (JB/SM)**
- **Next likely Improvement Plan priorities and confirmation (JB/SM)**
- **PPG impact and provision for next year (EC)**
- **PE impact and provision for next year (EC)**
- **SEND (SM)**
- **Safeguarding (GM).**

New Monitoring Timetable pro forma

Update and feedback on the use of this new form to collate all the monitoring visits together in the same place before the LGB meetings. **All governors to send a summary of their visits to SM for inclusion.**

The Governors' Networking Meeting is planned for 11th May, 5-7pm at St Catherine's School in Launceston. The CEO will talk about the recent 'Ofsted Changes' and the new 'Government White Paper' for Schools. It is hoped all governors will attend.

Chair's Meeting with CEO

The Chair's notes on her meeting with the CEO have been made available to all governors.

18. Climate Change & Sustainability and A.I.

SM confirmed she is happy to include A.I. within her role of Climate Change & Sustainability Governor for the time-being.

The school has adopted the Trust's A.I. Policy.

19. Trust PR Strategy Guidance

Governors were requested to familiarise themselves with this document and bring ideas to the next meeting. This will be ongoing and will be discussed at the Working Groups.

20. Statutory Policies

There are no statutory policies due for renewal at this meeting.

The Trust-based SEND and Safeguarding Policies will require governors to confirm they have read them at the next LGB meeting so that they can be published on the school website before September.

The Behaviour Policy is due for approval at the next meeting (this can then be valid for three years).

21. Any Other Business

None.

22. Date of Next Meeting

The date of the next meeting is Thursday 11th June, 3.30pm at the school.

The meeting closed at 5.30pm.

Ann Cullum

Local Governance Officer

Distribution List:

Sheila Manning	– Chair/Co-opted Governor	Jo Callow	– Trust CEO
Gary Manning	– Co-opted Governor	Jon Sharpe	– Chair, Trust Board
Emily Crowley	– Parent Governor	Josh Bullock	– Head Teacher
Laura Taverner	– Staff Governor		
Bethan Watts	– Parent Governor		