



An Daras Trust
Igniting Curiosity Growing Capabilities

Princetown Primary School

Tavistock Road

Princetown

Yelverton

Devon PL20 6QE

Tel: 01822 890245

Email: acullum@andaras.org

Executive Head: J Callow

Head of School: E Byrom

Chair of Governors: S. Manning

1/6/24

MINUTES

Extra-Ordinary Meeting Summer 2024 Local Governing Board; Princetown School Friday 24th May 2024, 1pm at the School

1. Welcome and Apologies

Present: Sheila Manning (Chair), Emma Byrom (HoS), Gary Manning, Sam Piper, Laura Tabb, Jonathan Tabb

Apologies: Jo Callow (EHT)

In Attendance: Ann Cullum (Local Governance Officer).

2. Declarations of Interest Relevant to this Agenda

Pecuniary Interests Form received from JT. There were no declarations relevant to this meeting.

3. Governors

SM welcomed and introduced JT. The governors appointed him as a new Co-opted Governor for a 4-year term ending 24th May 2028. JT was assigned the Governor roles of Improvement (AIP) and Curriculum (progress/provision of teaching & learning). SM is covering Curriculum (delivery).

4. Confirm Minutes of Extra Ordinary LGB Meeting (19th April 2024) and Matters Arising

The decision was made to accept the minutes as a true and accurate record of the last meeting and the Chair signed a copy.

Monitoring Visits and Governor Training – see item 6

5. Confidential Matters

None.

6. Monitoring Visits and Governor Training (Chair)

Monitoring Visits

PPG and Impact of PPG Provision - GM/SP - carry forward to first week of next term

GDPR - GM/EB - carry forward to first week of next term

EYFS - SM met with Jascinta Church (EYFS/KS1 Class Teacher) - report has been shared with all governors. Pre-school numbers have increased recently.

SM - Safeguarding - completed. SM visited the school and asked the children various questions. The children are all happy and feel safe in the school. SM's Questions & Answers report has been shared with all governors.

The Improvement Plan Review will be discussed at the next meeting – carry forward.

Monitoring Visits for next Term

Safeguarding (EB/LT)

Governor Training

The governors congratulated SM for successfully completing the NGA Development for Chairs course on 16/5/24.

SM also completed TPAT Safeguarding Update training on 20/5/24.

JT completed Safeguarding training on 28/9/23 and Prevent training on 20/5/24.

SP to complete Safeguarding, Prevent, GDPR training and a Local Governance course as soon as possible.

7. Policies for Renewal

The School SEND policy is due for agreement at the next LGB meeting for publication on the website in September.

The ADMAT Attendance Policy is now available for governors to read and raise any queries. **As Ofsted commented on the attendance/non-attendance of under 5s children on roll, should the attendance of under 5s be mentioned in this policy?** Not really, because legally under 5s aren't required to attend school. **Could a line of encouragement be included to parents of under 5s to send their children to school every day?** **SM will speak to the CEO about this.**

The 2024-25 Meeting Schedule is now available for governors to review and save the dates.

8. Any Other Business

EB advised that from September she will become Head Teacher. The governors congratulated EB on her promotion.

EB invited the governors to join the KS2 children and their parents for a lunch which the children had prepared. All governors attended this and thanked EB for arranging this.

9. Date of Next Meeting

The date of the next meeting is Friday 28th June 2024 at 9.30am.

The meeting closed at 1.50pm.

Ann Cullum

Local Governance Officer

Distribution List:

Sheila Manning	- Chair/Co-opted Governor	Will Hermon	- ADMAT CEO
Gary Manning	- Parent Governor	Steve Tavener	- Chair, Trust Board
Sam Piper	- Parent Governor	Emma Byrom	- Head of School
Laura Tabb	- Co-opted Governor	Jo Callow	- Executive Head Teacher
Jonathan Tabb	- Co-opted Governor		