                 

**Minutes Of A Meeting Of The Full Board Of Governors Of**

**The Federation Of Boskenwyn And Germoe Schools:**

**Held On Wednesday 14th May 2025 At Boskenwyn School At 18:00**

PRESENT: Naomi Penrose (Vice-Chair)

Paula Blackburn (Headteacher)

Russ Monhemius

Jo Nicholas

Felicity Trenerry

Lucy Yeomans

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|  | This is a hybrid meeting | ACTION |
| 1.  1.1 | **APOLOGIES/ABSENT**  Charlotte Overton, Denise Rusga, Natalie Waters, Brian Toney, Bertie Archer and Nathan Bird.  Russ Monhemius to chair the meeting which is being recorded for the purposes of the minutes. |  |
| 2.  2.1 | **DECLARATION OF PECUNIARY INTERESTS**  Governors have no new interests to declare. |  |
| 3.  3.1  3.2 | **MINUTES OF THE LAST MEETING / MATTERS ARISING**  Matters Arising  Covered under confidential minutes.  Minutes Of The Last Meeting  Previous minutes agreed and signed off by the Chair. |  |
| 4.  4.1– 4.4  4.5  4.6  4.7 | **BUDGET**  Paula Blackburn and Russ Monhemius update governors with key points within the budget for both schools.  Covered under confidential minutes.  Reception numbers for Boskenwyn in September are slightly low, but this can change closer to the cohort starting.  Covered under confidential minutes.  The budget is unanimously approved by the Governing Body. |  |
| 5.  5.1  5.2  5.3-5.4 | **ATTENDANCE**  The absence authorisation form is to be amended to include sub categories.  A full attendance update will be provided at the next FGM.  Covered under confidential minutes. | **Paula Blackburn** |
| 6.  6.1  6.2 | **SAFEGUARDING**  The Section 175 return has been reviewed and a ‘Critical Incident Policy’ has been drafted as an outcome of that review. This will be circulated to governors and a summary visual flow chart is to be displayed on the safeguarding boards.  All governors present confirm they have completed their Prevent training. | **Paula Blackburn** |
| 7.  7.1  7.2  7.3  7.4  7.5  7.6 | **SEND**  Angie Larcombe has drafted a SEND report which will be circulated to governors post this meeting.  34% of children at Boskenwyn have special educational needs (SEN) and 26% at Germoe.  Two children have EHCP’s at both schools. One EHCP application is pending and a further is to be drafted.  One child in the nursery provision is on the SEN record of need.  Covered under confidential minutes.  The SEN policy is due to be reviewed in July 2025. Lucy Yeomans will help Angie Larcombe review the document before it is submitted to the governing body for approval. | **Paula Blackburn** |
| 8.  8.1 | **PUPIL PREMIUM**  A full update is to be provided at the next FGM. |  |
| 9.  9.1  9.2  9.3  9.4  9.5  9.6  9.7 | **GOVERNOR SCHOOL MONITORING VISITS**    Naomi Penrose and Lucy Yeomans have met prior to this meeting to discuss ways to make monitoring more effective. Key outcomes of that discussion as follows:    Monitoring of each class is suggested to take place termly for one hour to help the children acclimatise with speaking to governors. Specific questions and topics can be given to the children a week before, along with a list of activities to encourage quieter voices to engage.  It is agreed if governors were present during lunchtimes it would make them more accessible and approachable to the children.  A ‘You Said’ and ‘We Did’ board will be created so the children can see how their voices have been listened to as well as linking in with the School Development Plan (SDP).  Increasing numbers on roll is an objective on the SDP. This could be supported by speaking with and making videos of our Kindergarten children about their favourite activities. These videos could be used as part of the school open days.  Another objective on the SDP is to provide an educational rich learning environment. Governors should speak to children in year 6 about what they found helpful and what they feel could be improved.  These measures will be implemented at Germoe during the Summer term. |  |
| 10.  10.1 | **SINGLE CENTRAL RECORD**  Training is being completed by secretaries at both schools next week. Russ Monhemius as the safeguarding governor will review the SCR this term. |  |
| 11.  11.1 | **POLICIES**  A policy review schedule has been drafted and policies that need to be reviewed will be circulated ahead of Full Governor’s Meetings for approval. |  |
| 12.  12.1 | **ANY OTHER BUSINESS**  Pins documents will be reviewed alongside SEND at the next meeting. |  |
|  | **DATE OF NEXT MEETING**  Germoe School 2nd July 16:00 Safeguarding Training for all governors followed by the FGM. |  |
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