

Learning, Growing, Achieving...Our journey together

**Minutes of the Full Governing Body meeting
held on Monday 19th March 2018 7pm at the school.**

Governors Present:

Mrs Crawford Usher	Headteacher
Mr Clark (Chair)	Foundation Governor
Mrs Rowlinson	Foundation Governor
Mrs Millar	Foundation Governor
Mrs Cooper	Foundation Governor
Mr Dunn	Foundation Governor
Rev. Williams	Vicar
Mr Warren	LA Governor
Mrs Isted	Parent Governor
Mr Sewell	Parent Governor
Miss Woodhouse	Staff Governor

In attendance:

Mrs Wallis (Clerk)

	ACTION
<p>1. Opening Prayer. The meeting commenced after prayer.</p>	
<p>2. Apologies for Absence. Apologies were received and accepted from Mr Wright. The TA's thanked the Governors for the invitation but none were able to attend on this occasion.</p>	
<p>3. Declaration of business interests. None.</p>	
<p>4. Minutes of previous FGB meeting (26th February 2018). The minutes of the previous meeting were agreed as an accurate record and signed by the Chair of Governors. Matters arising None.</p>	
<p>5. Co-Chair proposal. A succession planning document was distributed prior to the meeting. All Governors gave their support to the proposal to elect co-chairs to the FGB in September 2018.</p>	

<p>Q: Is the HT happy with a Co-Chair arrangement? A: Yes, I just don't want to create twice as many meetings. The division of duties will avoid any issues. The Chair has spoken to the LA about the arrangement and they agree that it is a good method of Charing an FGB. There is a training session for new Chairs in May which both Governors plan to attend.</p>	
<p>6. Subject reports.</p> <p><u>Music</u> Mrs Saunders prepared a report which Miss Woodhouse distributed and led the discussions. A parent has requested that we do more curriculum music, and the Headteacher agrees. A Governor commented that it was good to have the School orchestra at Church on Sunday (9 out of 20 attended). Q: Is Christian music sung in Assembly? A: A selection of music, playground songs, rounds and hymns are sung. Q: Is there anything the three local churches can do to assist you? A: We would love to have someone to come in to teach the children new hymns and play the piano. Rev Williams offered to advertise in the local Church magazine.</p> <p><u>DT</u> Mrs Fraser produced a report which was distributed to the Governors. Q: What is meant by "in most year groups interesting units of work are in place" A: Mrs Fraser has worked with more closely with some year groups than others. Q: Will she have the opportunity for release time to observe lessons? A: Yes, later in the year. It's just that the DT cycle hasn't come around yet. A Governor commented that they had spent time with Years 4/5 and 6 and Mrs Fraser is doing a great job, with lots of energy. Q: Are there any financial constraints? A: No, the planning is important, making sure we have the resources in advance of the lessons.</p> <p><u>Art</u> Miss Farrington produced a report which was distributed to the Governors. A Governor commented that they had visited the recent art</p>	

<p>exhibition and enjoyed it.</p>	
<p>7. Staff Survey. Mr Warren gave feedback on the early headline results. There were 20 responses (72%) and staff to continue to fill the surveys in. There will be a version 2. 100% think the survey is worth doing and all but one think it makes a difference. The strengths remain the same. Pupils are happy, good line management. Internal communications are definitely better. The gap between TA and teachers has reduced. TAs are the happiest group. Areas for investment: resources and IT. There was a new question around the timetable. Results showed that staff want more time to spend on science, music and PSHE less time on assembly. A Governor commented on the importance of collective assembly to bring the whole School together. The Headteacher expects all staff to attend along with the children. Staff would like to know more about resources, the School vision and the Development plan. Non-teaching staff have by far the lowest results. They are an important part of the team, especially for people coming in. They would like more effective appraisals.</p> <p>The results will be fed back to staff on 18th April.</p>	
<p>8. Policies. The following Policies were reviewed, approved and signed by the Chair.</p> <ul style="list-style-type: none"> • Volunteers (P&P) • Capability of staff (P&P) • Bullying and Harassment (staff) (P&P) • Grievance Policy and Procedure (P&P) • Staff Appraisal (P&P) • SFVS (Finance) has been reviewed and put into the new template. <p>ACTION ONE: The following policies are to be approved at the next FGB meeting.</p> <ul style="list-style-type: none"> • Collective Worship (CCU) – Headteacher is to send a copy to Rev. Williams to review. • Governors Expenses (Finance) • Finance Policy – quite a lot of amendments have been made, 	<p>Clerk</p>

<p>this needs to be approved at the next Committee meeting</p> <ul style="list-style-type: none"> • Maths and Calculation – There is to be a maths staff meeting. The Policy is to be merged with the Inspire scheme. 	
<p>9. Committee Reports</p> <p>Finance. We have been looking into new interactive boards for KS2. We have looked at other Schools and got quotes.</p> <p>Pay and Personnel. Met on the 8th March. The Chair reminded Governors that there were still some that needed to complete the prevent training. 90% of teaching is at least good. Outstanding has been seen at some point in all classes. Mid-year reviews have been undertaken. The class structure for 2018/19 was discussed. Mr Pain will take over as full-time Caretaker when Mr Reynolds retires at Easter.</p> <p>Communications. Not met since the last FGB. The newsletter will contain the Governors Corner this week, Governors are to let Mrs Isted know if there is anything to report.</p> <p>Monitoring and Curriculum. Not met since last FGB.</p>	
<p>10. GDPR update. The Governors need to make sure the School is moving forward to make sure it is GDPR compliant. There is an action plan in place which the School is working through. Communication to parents is next. Policy updates will be ready for the next FGB.</p>	
<p>11. Correspondence. None.</p>	
<p>12. Any Other Business.</p> <p>The lighting is being replaced over the Easter holidays. A company called 'Bookspace' have been employed to re-design the space in the Library. Children are getting involved in the ideas.</p> <p>Q: Are FOWPS financing anything at the moment? A: They are extending the KS2 playground to include monkey bars. A Governor commented that the FOWPS minutes haven't been</p>	

<p>circulated recently.</p> <p>ACTION TWO: Miss Woodhouse to remind the Secretary to forward the minutes to the Clerk.</p> <p>There have been 27 responses to the parent survey. This year it was done while waiting for consultations. Numbers are down on previous years. Last time there was the option to answer online, which the School will re-introduce next time. The use of klz and who the Governors are, are the only weak areas.</p> <p>On the 25th April a maths teacher research group are coming in to watch a maths lesson taught by Mrs Jones and Miss Woodhouse. Governors are invited to come and see the work we do with other schools.</p> <p>14th June STEM industry workshops.</p> <p>A Complaints hearing has taken place.</p>	<p>Miss Woodhouse</p>
<p>13. Confidential matters. None.</p>	

The meeting closed at 8.10pm

Date of next meetings:
Monday 23rd April 4pm - Data 2
Monday 14th May 7pm
Monday 9th July 4pm - Data3

Signed _____ (Chair) Date _____