



FULL GOVERNORS' MEETING: WEDNESDAY 5 DECEMBER 2018 AT 7.00PM

Attendees: Mrs H Hogg, Mrs K Slater, Mrs J Thompson, Mrs N Tompson, Mr A Vintner, Mr R Grover, Mrs C Hetherington, Mrs S Briggs, Mrs N Read (Chair), Mrs Holt, Cllr J Harrison.

Apologies: Mrs F Moore

Clerk: Mrs V Lindsay

<p>1. <u>Apologies and Declarations of Pecuniary Interest</u></p> <p>1.1 Governors accepted the apologies noted above.</p> <p>1.2 There were no declarations.</p>	
<p>2. <u>Minutes of the meeting held on 24 October 2018 and Matters Arising</u></p> <p>2.1 Outstanding actions:</p> <p>2.2 (2.3) SB confirmed that Rachel Brooks and RG are now able to access DFE ASP and will be getting access for SB and NR.</p> <p>2.3 (5.1) Date confirmed for Festive Afternoon is 18 December 2018 and Parents Evenings 7th and 12th February 2019. NR, DH and AV to be present at Parents Evening.</p> <p>2.4 (5.2) NR and SB to meet to review Spotlight on Disadvantaged in January</p> <p>2.5 (9.1) Justin Comasky has been assigned the role of Educational Visits Coordinator.</p> <p>2.6 (12.8) Policy wording errors have been corrected.</p> <p>2.7 (12.11/12.13) Separated Parents Policy amendments postponed until DCC renewed version published in January 2019. We will continue with current policy until the new one is available.</p> <p>2.8 (13) SB to have telephone meeting with Acting Director of Academy Sub Committee on 6</p> <p>2.9 December 2018.</p> <p>2.10 (14.1) VL included Barrow upon Trent reference on school website.</p> <p>2.11 (14.2) School Open Day took place on 23rd November 2018.</p> <p>2.12 (14.3) NR created Open Day video and VL created flyers.</p> <p>2.13 (14.4) VL distributed flyers to local nurseries.</p> <p>(15.3) Head Teacher's Performance Management Meeting took place on the 29th November.</p> <p>2.14 RG noted that his points raised regarding the Head Teacher's Report were not included in the previous minutes. This was because they were emailed to SB and were not received before the October meeting. Update 11.12.18 – SB to respond to RG points in January meeting as the email was not read prior to October's meeting.</p> <p>2.15 RB asked to make clear on the previous minutes that the Keeping Children Safe in Education is a document not a policy. VL to action.</p> <p>2.16 JT followed up on parents request for harvest donations to be distributed to charities other than Padley. JT confirmed that the Padley Centre does collect and distribute to other Derby charities.</p>	
<p>3. <u>Correspondence</u></p> <p>None.</p>	

<p>4. <u>School Improvement Plan – Key Priorities 2018/19</u></p> <p>4.1 Maths Report. NT discussed the finding from a recent Maths Book Trawl and discussed the materials and resources used by each class.</p> <p>NR asked if children in all classes use the purple polishing pens. SB confirmed that all children have time each morning to respond to marking using a purple pen.</p> <p>RG asked if NT was looking at ability at all levels and if the more able were challenged. NT confirmed it was not specific but more general. SB said the report was to see if children were challenged.</p> <p>4.2 SB discussed the anonymous Performance Management Targets for teachers and how this is linked in with the SIAMS inspection.</p> <p>4.3 CH discussed the SIMAS document, focusing on the seven strands. This was shared with foundation governors on 5 December 2018. SB discussed the rough draft with Governors.</p> <p>SB said we are looking to work with Chellaston Academy and fundraise for their work with Uganda. NT also has links with a school in India. This will contribute to the Christian Aid Global Learning Award.</p> <p>SB said we are going to put a case forward for an excellent rating.</p> <p>4.4 Anti-Bullying week took place in November. SB shared the results of pupil evaluations following the week's activities including a cyber bullying workshop. SB said pupils were informed about the STOP acronym – Start Telling Other People and how to identify when an incident is or isn't bullying.</p> <p>Link to results of questionnaire: http://www.saledavys-primary.co.uk/pupils'-voice</p> <p>4.5 SB discussed the results of the Parents Questionnaire focusing on a response to the question 'my child is safe in school' one parent disagreed with this. SB had a conversation with the parent and their concern was due to frequent injuries during playtime. SB identified that this was due to the introduction of hockey sticks to promote physical games at play time, however the children had not been shown how to hold them. Use of the sticks have been postponed until spring. The same parent disagreed that the school deals effectively with bullying. SB confirmed that this parent has verbally stated to her that the school does a "fantastic job"</p> <p>Other comments on the questionnaire included that there is too much homework and also not enough homework.</p>	
<p>5. <u>Chair of Governors Communication</u></p> <p>5.1 NR had no updates other than the newsletter which she had earlier circulated.</p>	

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<p>6. <u>Governor Feedback</u></p> <p>6.1 RG visited Dart during a science class. RG stayed for 75 minutes and felt the class was well managed, the pupils understood their materials and the class had a lovely atmosphere. RG noted that tables were arranged by house, not ability and it was obvious who understood the activity and who needed support. RG asked if high ability year 2 pupils are being challenged and are we doing those pupils justice when their time is utilised helping those who are struggling. SB confirmed that a TA was not due to be present during the class and therefore the children were sat where they could support each other. A TA was made available at the last minute. SB to follow up the structure of the lessons for future visits.</p> <p>6.2 Safeguarding Visit. HH discussed her safeguarding visit to the school where she looked at the Safeguarding Action Plan, Anti-Bullying, ECH plans which are becoming more challenging and timely to get support and signed off the up to date DBS data. HH will carry out this visit every half term.</p> <p>AV asked if the council have an expiry date for DBS. SB confirmed that our policy is to renew every three years however DCC have no renewal policy. SB said we have kitchen staff who are employed by DCC who's DBS are over three years old. This is noted on the school's DBS record. JH said it was worth us raising the issue with DBS renewals with the cabinet member for education.</p>	
<p>7. <u>SEN</u></p> <p>No update</p>	
<p>8. <u>Safeguarding</u></p> <p>No update</p>	
<p>9. <u>Health & Safety</u></p> <p>No updates however SB has completed a risk assessment for the Carol Singing trips.</p>	
<p>10. <u>Staffing</u></p> <p>No update</p>	

<p>11. <u>Finance</u></p> <p>No updates, however the Autumn report is looking healthy.</p>	
<p>12. <u>Policies & Statutory Documents</u></p> <p>12.1 12.1 Misuse of Substances - signed off during meeting with no amends.</p> <p>12.2 12.2 Personal and Intimate Care - VL to amend wording on page 2 from 'expected to have be able to do all tasks' to expected to be able to do all tasks' JT requested the reference to nappies on page five be replaced with pads or incontinence materials.</p> <p>12.3 12.3 Physical Intervention – There was confusion during the meeting as the circulated document differed to the hard copy. VL to investigate and circulate the correct version.</p> <p>12.4 12.4 Play and Supervision – HH felt this policy should be part of a Health & Safety policy or curriculum due to the minimal content. VL to investigate if this needs to be a lone policy.</p> <p>12.5 12.5 Relationships and Sex Education – signed off during meeting with no amends. HH asked why the government call it Sex and Relationships Education. SB confirmed that more emphasis is put on the relationships part.</p> <p>12.6 12.6 Mental Health and Wellbeing – HH said the government guidance for Mental Health and Wellbeing has recently been updated. SB confirmed that the policy was created in November based on the Mental Health and Diocese policies which were almost identical. HH will look at the government guidelines and compare with this policy.</p> <p>12.7 JH requested hard copies to be sent to him for review. VL to action.</p>	
<p>13. <u>Academy Sub Committee Report</u></p> <p>No update</p>	
<p>14. <u>AOB</u></p> <p>14.1 VL asked when we can do the budget meeting in March. Governors to confirm availability.</p> <p>14.2 DH asked of trellis can be put up to stop balls going over the fence as a significant number were retrieved when the neighbour gave permission to get them. VL to enquire with Property Services.</p> <p>14.3 NR asked how the Christmas lunch went. SB confirmed it was enjoyed by all.</p>	

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Interrogation/critical evaluation by Governors is highlighted in red

Action Points			
What	Minute	When	Who
Make clear that the Keeping Children Safe in Education is a document not a policy in October minutes	2.15	30/01/19	VL
Circulate rough draft of SIAMS document	4.3	30/01/19	SB
Raise question regarding DBS renewals	6.2	30/01/19	VL
Personal and Intimate Care Policy - amend wording on page 2 from 'expected to have be able to do all tasks' to 'expected to be able to do all tasks'	12.1	30/01/19	VL
Personal and Intimate Care Policy - Replace reference to nappies on page five with pads or incontinence materials.	12.2	30/01/19	VL
Circulate the correct version of the Physical Intervention Policy	12.3	30/01/19	VL
Check if Play and Supervision needs to be lone policy	12.4	30/01/19	VL
Compare government guidelines with Mental Health and Wellbeing Policy	12.6	30/01/19	HH
Send hard copies of policies to JH	12.7	30/01/19	VL
Confirm availability for budget meeting in March	14.1	30/01/19	All
Enquire if trellis can be put up on fence.	14.2	30/01/19	VL

Next Meeting:- 7.00 pm Wednesday 30 January 2019