



**FULL GOVERNORS' MEETING: WEDNESDAY 8<sup>th</sup> MaY 2019 7.00pm**

Attendees: Mrs N Read, Mrs F Moore, Mrs J Thompson, Mr J Harrison, Mr R Grover - part time, Mr A Vintner, Mrs S Briggs, Mrs K Slater, Mrs H Hogg, Mrs C Hetherington - part time, Mr J Comasky - part time .

Clerk: Mrs R Brooks

<p>1. <b><u>Apologies and Declarations of Pecuniary Interest</u></b></p> <p>1.1 There were apologies from Mrs D Holt and Mrs N Tompson and no declarations of interest.</p>	
<p>2. <b><u>Minutes of the meeting held on 27<sup>th</sup> March 2019 and Matters Arising</u></b></p> <p>2.1 (5.1) SB has arranged Mindfulness training for INSET.</p> <p>2.2 (5.2) Staff survey is now ready to circulate.</p> <p>2.3 (8) We are gathering levels of interest in an Internet safety workshop before booking due to the cost.</p> <p>2.4 (11) SFVS forwarded well within the deadline. HF booked onto training for September 2019.</p> <p>2.5 Governors approved the minutes.</p>	<p><b>RB</b></p>
<p>3. <b><u>Correspondence</u></b></p> <p>None to report.</p>	
<p>4. <b><u>School Improvement Plan - Key Priorities 2019/20</u></b></p> <p>4.1 Sports Premium Report - presented by Justin Comasky          JC presented a powerpoint highlighting the areas of expenditure utilising Sports Premium and explained the impact that it had during 2018/19 for our pupils and delivery of an enriched sports and activity curriculum. (Report attached) <b>NR asked if football is offered every lunchtime.</b> JC confirmed that there is space to do so for KS2 but it is offered on a rota basis due to limited space for KS1. SB commented that the more structured lunchtime play was helping lunchtime to be more manageable and had led to a reduction in incidents she had to become involved in. (R Grover arrived at this point). <b>FM asked why only Yr 1,2,5 &amp; 6 received the high quality PE lessons.</b> JC explained that this was due to balancing staffing levels, Yr 3 &amp; 4 receive additional staffing for swimming lessons. SB suggested parents be invited along to final Forest Schools sessions to help extend the impact by sharing the experiences with parents. <b>JT enquired if sports week activities were fully inclusive across the school.</b> JC confirmed the plans included activities for pupils of all abilities and that the playgroup are invited to join in with team building events. <b>FM asked why netball sessions were not included in the report.</b> JC explained that netball was run as a charged activity.          (JC left the meeting)</p> <p>4.2 Spirituality - presented by Catherine Hetherington          CH presented an engaging briefing on the idea of spirituality explaining that a collective idea endorsed by the Derby Diocese highlighted the four dimensions in which Sale &amp;</p>	



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	<p>Davys present opportunities for our pupils to develop their spirituality. As a school we are clear on how we contribute to a child's spirituality. (visual attached). <b>NR enquired if we meet any resistance from parents.</b> SB explained that there is no indoctrination and our collective worships and Church services are accessible to all and our parents are very happy with this.</p>	
<p>4.3</p>	<p><b>Headteacher's Report - Spring Term 2019</b>          SB elaborated on key points in her report. Governors recollected that the 2019 Year 6 SATS had challenging targets. NR commented that KS1 are likely to achieve expected progress but we should take the EYFS results into account.</p> <p><b>JH highlighted concerns reported in the press around SATS causing excessive stress to pupils asking how the school addresses these concerns.</b> SB explained how the school are buildings support into their mindfulness and mental health guidance. She acknowledged the concerns stating that we provided a balanced curriculum and were not just SATS driven. SB provided examples of initiatives designed to support pupil mental health such as the Buddy scheme and reading buddies which encouraged pupils to enjoy making a positive contribution in school.</p> <p><b>Governors asked for clarification of the SEN statistics on the report.</b> SB confirmed that this was a whole school statistic and informed governors that the report would be amended to make this clearer, also that the IEP review dates would be changed to replace October with February and Autumn with Spring.</p> <p>Governors were interested in the Global Neighbours initiative. SB to ask NT to share information about our involvement with the Governors.</p> <p><b>FM commented that research has shown that boys who read with fathers or male relatives tend to enjoy reading later in life.</b> SB explained how we planned to continue regular family reading events in school after the success of the event at our World Book Day event, particularly inviting fathers to attend. The inter-house reading challenge was explained and governors suggested linking it with the local authority Summer reading scheme. CH to investigate local schemes.</p> <p><b>JT and KS asked if an update would be prudent before our SIAMS inspection.</b> SB agreed, a meeting will be arranged.</p>	<p>SB</p> <p>SB/NT</p> <p>CH</p> <p>SB/JT/ KS</p>
<p>5.</p>	<p><b><u>Chair of Governors Communication</u></b></p> <p>No business.</p>	
<p>6.</p>	<p><b><u>Governor Feedback</u></b></p> <p>No business</p>	
<p>7.</p>	<p><b><u>SEN</u></b></p> <p>No business</p>	
<p>8.</p>	<p><b><u>Safeguarding</u></b></p> <p>Governors are very welcome to attend the internet safety workshop, RB to inform when we have a date arranged.</p>	<p>RB</p>



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<p>9. <b><u>Health and Safety</u></b></p> <p>No business.</p>	
<p>10. <b><u>Staffing</u></b></p> <p>Governors approved changing the role of TA on a relief basis to a fixed term contract to be reviewed annually based on availability of Pupil Premium funding. (CH left the meeting)</p>	<p><b>RB to inform HR and TA</b></p>
<p>11. <b><u>Finance</u></b></p> <p>11.1 JH presented a distilled version of the school budget planning. He highlighted the pupil number forecast and its effect upon funding and expenditure. In summary there was no urgent action required but to remain in control of expenditure. Governors approved the Annexe 1 and Annexe 5.</p> <p>11.2 Governors approved expenditure from devolved capital as follows:- 4 visualisers - £1200, 8 ipads - £2206, £700 - software and charging/security cabinet. Total £4141.00. Supplier is Lead IT services who have provided prices based on best value from a number of suppliers. SB to discuss whether PTA are able to part fund. £7000 available in devolved capital budget this expenditure allows us to utilise a proportion of this funding that must be spent by July. <b>RG enquired if there was a programme to upgrade classroom projectors</b> (since technical issues had affected tonight's presentations) SB to look into a rolling programme of replacements considering touch screen interactive whiteboards or apple tv which enable mirror displays of ipad.</p>	<p><b>SB</b></p>
<p>12. <b><u>Policies &amp; Statutory Documents</u></b></p> <p>12.1 Complaints Procedure - with the addition of School Complaints Co-ordinator as Chair of Governors, <b>JT queried the action of apology as detailed on Page 12.</b> Governors agreed that an apology would be considered on a case by case basis.</p> <p>12.2 Drugs &amp; Self Harm - with amendments as discussed</p> <p>12.3 External Contributors</p> <p>12.4 Fire Safety</p> <p>12.5 First Aid</p> <p>12.6 Freedom of Information -Scrutinise cross reference between FOI and GDPR policy</p> <p>12.7 Health and Safety</p> <p>12.8 Home School Agreement</p> <p>12.9 Medical Needs - Scrutinise cross reference between Medical Needs and First Aid policies specifically concerning storage of medicines Page 2 of 8</p> <p>12.10 Staff Handbook</p> <p>12.11 Stress Management - <b>RG asked about procedure if staff return to work after absence due to stress.</b> SB explained that we didn't have experience of this but would follow our normal return to work policy of a meeting followed by contact with Occupational health for advice.</p> <p>12.12 Visitors Code of Conduct</p> <p>Governors approved all the above documents with the amendments as discussed.</p>	<p><b>RB</b></p>
<p>13. <b><u>Academy Sub Committee Report</u></b></p> <p>No business.</p>	



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14.	<b><u>Any other Business</u></b>	
14.1	RB - JH term of office due to end in May. JH happy to stand again and Governors approved his re-election. It was noted that NT re-election in September had not been minuted. Governors approved.	
14.2	JH - Announced his appointment as Chairman elect for Sharpes Pottery Museum in Swadlincote. This prompted discussion around school visits to the museum.	
14.3	FM - Suggested that Chellaston's own MAT be considered alongside the diocese MAT in terms of benefits from their awareness of our locality. SB commented that it was vital for us to retain the connections with the Church because of our specific values. It was clear from the discussion that there are still grey areas concerning academisation. Points for Academy sub-committee to consider are the pensions, how our governing body would change, delegation of powers and ownership of the property and land.	Academy SC
14.4	NR - ASP login issues. RB had contacted DCC for assistance but no further forward and to continue pursuing a solution attempting further contact with DFE and referral to DCC if remains unsuccessful. RG to check he still has access. In meantime supply NR with copy of data.	RB/RG
14.5	NR - <b>How do we know we are compliant with GDPR?</b> SB informed that we have subscribed to the GDPR package and details of an Audit toolkit are incoming.	
14.6	RG - <b>Enquired if the governors have school email addresses as part of GDPR.</b> RB to see if we have adequate capacity, we currently only have chair@.	RB

Interrogation/critical evaluation by Governors is highlighted in red

SUMMARY OF ACTIONS			
Action	Minute No	When by / Status	Whom
Circulate Staff Survey	2.2	DONE	RB
Update HT Report	4.3	asap	SB
Global Neighbours information share	4.3	Next mtg	SB/NT
Investigate local library summer reading schemes	4.3	asap	CH
SIAMS preparation - update meeting	4.3	asap	SB/JT/KS
Inform Governors if Internet safety workshop goes ahead	8		RB
Inform HR of change to contract	10	asap	RB
IT requirements - devolved funding plan	11.2		SB
Update policies	12		RB
Meet to plan research and report back to governors	14.3		Academy Committee
Continue to pursue access solution to ASP	14.4		RB
Check login to ASP report to RB	14.4		RG
Check capacity and need for all governors to have individual email address	14.6		RB

**Date and Time of Next Meetings: - 7 pm Wednesday 19<sup>th</sup> June, 6.30pm Wednesday 10<sup>th</sup> July**