



FULL GOVERNORS' MEETING: THURSDAY 21 NOVEMBER 2019 AT 7.00PM

Attendees: Mrs J Thompson, Mr A Vintner, Mrs H Fenlon, Mrs S Briggs, Mr R Grover, Mrs N Read (Chair)

Apologies: Cllr J Harrison, Mrs K Slater, Mrs N Tompson, Mrs H Hogg, Mrs D Holt, 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>1.3 It was noted that decisions could not be taken during the meeting due to the quorum of governors. VL to speak to Governor help desk and find out if we can accept approval from absent governors via email. Action</p>	
<p>2. <u>Minutes of the meeting held in September 2019 and Matters Arising</u></p> <p>2.1 All actions completed. SB will provide HH a copy of the Mental Health handbook during Safeguarding meeting week commencing 25th November.</p>	
<p>3. <u>Correspondence</u></p> <p>3.1 There were no correspondence</p>	
<p>4. <u>School Improvement Plan</u></p> <p>4.1 SB discussed Ofsted Training which she attended with HF and highlighted the main changes since the last inspection. Everything feeds into the quality of education and what we do with data. SB talked through individual subject end goals and curriculum intent.</p> <p>The enriched curriculum was also discussed which is how our pupils overlearn, carry out public speaking and charity work.</p> <p>RG said he would like to discuss with SB the work he is doing with Primary Schools in his academy at keeping things simple.</p> <p>SB said subject leaders are creating their own values and then adapt to keep it simple.</p> <p>RG will send some information to SB to review. Action</p> <p>SB said we have bought into DDAT package to guide us and will share intent with teachers. The aim is to write a smaller version of the curriculum intent for each subject.</p> <p>RG asked if the school is doing things that other Primary Schools aren't which is innovative.</p>	

<p>SB confirmed that other school have wanted copies of our progression grids and subject leader action plans.</p> <p>RG asked if there are any bits missing from the National Curriculum. SB does not believe there is.</p> <p>RG asked if we have kept bits that aren't in the National Curriculum. SB said yes and we know why that is, for the purpose of overlearning.</p> <p>NR asked if there is an area in the criteria for outstanding that we are concerned about. SB said computing and French but we have resources in place to help us.</p> <p>4.2 SB talked through the DDAT Self Evaluation Form and asked Govenors to take a copy away to review. Action</p> <p>NR asked if teachers are regularly reading a class book. SB confirmed they are. JT asked if it was popular. SB said yes and all teachers have signed up to do it daily.</p> <p>RB questioned the wording used for Pupil Premium progress as only one child did not make the required progress. Action SB to look at wording as overall PP children make good progress.</p> <p>4.3 HF talked governors through the English Report and impact of this document.</p> <p>NR asked if the children are tracked termly, HF said yes.</p> <p>NR asked if we monitor what the children have read at home. HF said yes.</p> <p>SB said teachers know what children need to achieve by the end of the year.</p>	
<p>5. <u>Chair of Governors Communication</u></p> <p>5.1 NR talked though the results of the National Governors survey</p>	
<p>6. <u>Governor Feedback</u></p> <p>6.1 VL collected in copies of Pecuniary Interest</p> <p>6.2 VL or Rachel Brooks will send governors skill matrix Action</p> <p>6.3 We will review Governor areas of responsibility at next meeting. Action</p> <p>6.4 We will review terms of reference next time. Action</p>	

7.	<u>SEN</u>	
7.1	No update	
8.	<u>Safeguarding</u>	
8.1	175 Audit – Governors were signposted to the location of this document on the website by SB.	
8.2	SB handed out copies of the Safeguarding training presentation attended by school staff. Action SB to ask LO to deliver governor safeguarding training.	
9.	Health and Safety	
9.1	No update	
10.	Staffing	
10.1	Natalie Tompson will be going on Maternity Leave on 6 th March 2020. Catherine Hetherington has been approached but does not want to cover. Role to be advertised.	
10.2	Justin Comasky has asked for time off to attend son's Passing Out. All governors agreed	
10.3	Confidential Minute.	
11.	Finance	
11.1	SB brought flooring quoted to meeting. Work being carried out 22 nd November and during holidays.	
12.	<u>Policies & Statutory Documents</u>	
	The following policies were ratified by governors pending approval of a further governor if agreed by the Governor help desk	
12.1	Whistle blowing	
12.2	Recruitment and Selection	
12.3	Teacher Appraisal	
12.4	Single Equality	
12.5	Lockdown – One query raised with this with policy Action – VL to raise with Rachel Brooks	

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13.	<u>Academy Sub Committee Report</u>	
	No update	
14.	<u>AOB</u>	
14.1	JT shared a thank you from the Padley Centre for the Harvest donations.	
14.2	JT acknowledged that the open day was successful with positive feedback from parents.	

Interrogation/critical evaluation by Governors is highlighted in red

Action Points			
What	Minute	When	Who
VL to speak to Governor help desk and find out if we can accept approval from absent governors via email.	1.3	09 January 2020	VL
RG to send some information to SB regarding the enriched curriculum.	4.1	09 January 2020	RG
Governors to review the DDAT Self Evaluation Form	4.2	09 January 2020	All
Send out skill matrix	6.2	09 January 2020	RB
Review Gov areas of responsibility at next meeting.	6.3	January Meeting	All
Review terms of reference	6.4	January Meeting	All
SB to ask LO to deliver governor safeguarding training.	8.2	09 January 2020	SB
Query with Lockdown Policy	12.5	09 January 2020	VL

Next Meeting:- 7.00 pm Thursday 09 January 2020