

WORLEBURY ST PAUL'S CEVA PRIMARY SCHOOL MEETING OF GOVERNORS

Wednesday 10 June 2015 at 6pm

MINUTES

Present:	Gillian Quick (GQ)	Headteacher
	Felicity Williamson (FW)	Chair (Foundation)
	Alvin Jeff (AJ)	Vice Chair (Foundation)
	Martin Williams (MW)	Vice Chair (LA)
	Heather Gregory (HG)	Foundation
	Miranda Pincott (MP)	Foundation
	Geoff Eales (GE)	Vicar
	Kate Porter (KP)	Staff
	Alison Devereux (AD)	Foundation
	Kelly Furlong (KF)	Parent
	Liz Mansbridge (LM)	Clerk

Opening Prayer

Action	By whom
Look at data from term 6 on next agenda	LM
Recruitment of parent governors in term 1	LM
Governors' training for Ofsted with Sue Horsnell	GQ
Check with MB who should be new SILP	GQ
Follow up on safeguarding item for HT report	AJ
Inform Friends of governor decision about alcohol at fundraising events	AJ
Consider Governor Award next agenda	LM
Safeguarding policy and other documents to be added to the NSESP website	LM
Next FGB meeting date to be checked with MB and circulated	FW/LM

Item	Discussion	Action
1	<p>Welcome and Apologies</p> <p>There were no apologies although it was noted that MW would be late as he was attending a council planning meeting.</p>	
2	<p>Standing items</p> <ul style="list-style-type: none"> • Declaration of Interest ~ None • Safeguarding matters ~ None 	
3	<p>Assessment Update</p> <p>The documents had been circulated beforehand and were accepted by the governors. The data hasn't changed from the last meeting but AJ queried the acronyms EM and MA (ethnic minority and more able). AJ commented on success of interventions for Y1 in terms of raising attainment. It would appear 2 classes have struggled and Y1 have done well in attainment for writing; there is still a hiatus for KS2. The initiatives for Y1 has had a positive impact and represents value for money but there is still some work to do for Y4 transitioning to Y5. GQ reminded governors that the full picture would come from looking at data from term 6. It was agreed to have a separate discussion about Y4 when term 6 data is available as governors have some concern.</p>	Data to be an agenda item in term 1 of next academic year

	There have been additional strategies have been put in place to improve progress especially for maths and English. Additional support has been put in place for moderation for Y4 data.	
4	<p>Receive the minutes from the FGB meeting 6 May 2015</p> <ul style="list-style-type: none"> ▪ Matters Arising ~ it was confirmed that Michelle Bamford (MB) was happy for the purchase of iPads to go ahead and not take separate insurance because of the costs. Recommended to have the special protective cases for them. AJ has completed the Governor Action Plan. No new candidates have come forward to be a governor; it was agreed to look again when new YR parents have joined in September. Very positive feedback has been given from new parents about the welcome meeting, governors expressed their appreciation of KP's work in running that meeting. It was agreed to organise new training for Governors re Ofsted for Governors. GQ will ask Sue Horsnell (SH) to undertake training for the new Ofsted framework. Dates given were Thursday 25th June at 6pm or 2 July 2015 at 6pm. Sue H could be nominated as SILP if MB and governors approve. GQ to ask MB. FW been invited to help the LA with a pack for Head teacher recruitment. <p>Minutes were accepted as a true record of the meeting on 6/5 and were signed by FW in her capacity as Chair. They were retained at the school.</p>	<p>Recruitment of Govs term 1.</p> <p>GQ</p> <p>GQ</p>
5	<p>External Review April 2015</p> <p>GQ explained the rationale for asking SH to undertake a review of the school in preparation for Ofsted. The report was very encouraging. Within the leadership and management section AJ believes the Governors' paperwork is ready to be reviewed next time. Thanks were given to GQ for arranging this it should give everyone confidence for an Ofsted inspection.</p>	
6	<p>Headteacher's Report</p> <p>FW asked governors for comment although JT was unavailable for the meeting. An update of safeguarding incidents was missing AJ as safeguarding governor will follow up and check.</p>	AJ
7	<p>Staffing Update</p> <p>GQ reported there were 3 internal candidates for 2 jobs and the interviews will be held on Monday 15/6. She thinks most teachers will stay with their current classes but there will be some movement for September but it will depend on appointments from Monday's interviews. She reported that Sally Simmonds is still undergoing treatment and hopes to return to work in September. Governors hoped she felt better soon.</p>	
8	<p>Summer Fair</p> <ul style="list-style-type: none"> • Alcohol ~ Governors agreed there was a valid point about parental concern regarding alcohol and gambling activities as fundraising for the school. Governors were in agreement that they do not wish to see alcohol sold at events in the school when children are present and will continue to monitor other events on a case by case basis. AJ agreed to inform the Friends. Governors offered to purchase alcohol that would go 	AJ

	<p>out of date before the next occasion when it could be sold or perhaps it could form the basis for a hoopla stall.</p> <ul style="list-style-type: none"> Volunteers 4th July fair. Governors were reminded that their presence would be very welcome at the fair and they should wear a Governor badge to clearly identify them. 	
9	<p>Ofsted ~ Governor strategy</p> <p>AJ commented on the documents he had circulated. There is a development plan to encapsulate the Governor activities of the last year. The role has changed in visibility and involvement in the school. We have documents to inform inspectors about governor activities to back up the leadership in the school. Governors only have short notice of an inspection and it is necessary to note what governors do. Thanks were given to AJ for all his hard work and governors commented how good it was that it follows the school SEF. In future governors should sit alongside the Head teacher for writing the SEF.</p>	
10	<p>Governor Reports & Monitoring</p> <ul style="list-style-type: none"> Update on Governor recruiting ~ see above item Governors Awards AD suggestions for Worlebury awards, per class as voted for by the children as a good citizen award. Governors agreed to seek the views of MB and how often it should be awarded. AJ left at 7:15pm. The item is c/f to term 1 of next academic year. What would the award be for and how would it be awarded needs debating. It was suggested perhaps there could be a teacher nominated 'Governor star of the day' with a photo in a frame on the wall of the child receiving the award. 	Future Agenda.
11	<p>Strategy and visioning</p> <p>Inset day on 2/9/2015 has been agreed and could be for strategy and visioning if MB wants it. Governors would be welcome for part of the day if possible.</p>	
12	<p>What impact will this meeting have on our pupils</p> <p>Scrutiny of ethos of the school More prepared for Ofsted and alignment of governors activities with the school. Still holding to the philosophy of all children are precious and unique learners.</p>	
	<p>Any other business:</p> <ul style="list-style-type: none"> MB and FW going to a Diocese roadshows about diocese MAT. LA are also offering 'future schools option' information sessions to governors. Appeals panel membership ~ FW has asked St Anne's and it is going to their FGB in June to see if it is possible to set up a reciprocal arrangement. LA have offered to undertake our in year admissions processes as agreed in previous years. Governors agreed for the next academic year. AD reported on story bags. Bags aren't yet complete but AD will liaise with Jo Thorne over what is outstanding on a class basis. 3 year plan circulated by GQ. Unofficial links established with Uphill and St Anne's to work together for training on Inset days 	

	<p>and moderation in collaboration with MB.</p> <ul style="list-style-type: none"> • Policies ~ safeguarding policy updated from the LA was adopted and FW signed it as Chair. LM will update the NSESP website and set up a topic for guidelines. There is also a safeguarding audit to be completed by 20/7 and GQ and AJ are working on it. <p>Thanks to GQ for her letter of appreciation and FW highlighted how the school has been transformed by GQ and gave thanks on behalf of all the governors (past and present) for everything she has done for the school.</p> <p>Dates: Ethos meeting date will be circulated by MP in association with GE. FGB 9 or 10th September 2015. FW to check with MB. LM will email to confirm.</p> <p>Meeting closed: 7:45pm</p>	<p>LM</p> <p>FW/LM</p>
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