

# Gilmorton Chandler C of E Primary School

Minutes of a meeting of the Local Governing Body held at the school on 6 September 2017 at 6.30 pm.

## PRESENT

Mrs S Baigent	Mrs M Sandford (Headteacher)
Mr A Shields	Mrs W Thompson
Mr N Robbins	Mrs D Moore (Chair)
Mrs E Durnin	Rev E Davies

In attendance: Valerie Sharp, clerking (in absence of Clerk to Governors).

<b>1</b>	<p><b>Welcome</b></p> <p>As it was the first meeting this academic year Mrs Sandford welcomed everyone to the meeting and Rev E Davies opened the meeting with a prayer.</p>	
<b>2</b>	<p><b>Apologies</b></p> <p>Apologies were received and accepted from Mrs J Smith. Also from Mr G Grimes the Clerk due to illness.</p>	
<b>3</b>	<p><b>Declarations of Interests re agenda items</b></p> <p>Governors were asked to make a declaration of any personal interests in any of the items that were on the agenda for discussion. Mrs Sandford declared that she was also Headteacher at Ullesthorpe C of E Primary School and CEO of the Inspiring Primaries MAT. Mrs Thompson declared she was a member of staff at another of the MAT Primaries. Rev Davies declared that she is a governor at another local school.</p> <p>There were no other interests declared.</p>	<p><b>Action:</b> Register of business and pecuniary interests to be updated (School Business Manager)</p>
<b>4</b>	<p><b>Election of Chair and Vice Chair</b></p> <p>Nominations were sought by the Clerk for Chair. After a brief discussion on the responsibilities of the chair, on the number of meetings and the topics to consider, Rev Davies nominated Mrs Moore and this was seconded by Mrs Baigent. The appointment was carried unanimously.</p>	

	The Chair then asked for nominations for a Vice Chair and Mrs Thompson nominated Mrs Baigent and this was seconded by Mr Shields. The appointment was carried unanimously.	
<b>5</b>	<b>Confirmation of Minutes of Previous Meeting</b>  The minutes of the meeting held on 5 July 2017 were confirmed as a true record of the meetings and were signed by the Chair.	
<b>6</b>	<b>Matters arising from the minutes</b>  The Local Governing Body could consist of Head teacher, Staff Governor, 2 x Parent Governors and Foundation Governors that number 2 more than the 4 Governors detailed above. This is a total of 10. Currently there are 9 Governors appointed of which there are 5 foundation Governors. Mrs Sandford is to liaise with Rev Davies re appointing a 6 <sup>th</sup> Foundation Governor.	<b>Action:</b> Mrs Sandford Rev Davies
<b>7</b>	<b>MAT Update</b>  The Inspiring Primaries Academy Trust now includes all the initial pioneering schools except Dunton Bassett Primary School which still has issues with their land which is currently in probate and it is not currently known when they will be able to convert to academy status, however they are being included in all but legal form to the MAT.  On 23 <sup>rd</sup> August 2017 a launch day was held at the Greene King Football ground in Hinckley and staff from across all 9 schools attended. After an introduction by the CEO, each Head teacher spoke of their school and their view of how it would link it to the MAT core virtues of <b>Respect, Perseverance and Community</b> . There was a key note speaker, Andy Buck, who talked of the opportunities and working together for the new MAT. His talk was engaging and was appreciated across the spectrum of staff there from Teachers, support staff to admin and premises staff and also representatives from each of the Local Governing Bodies. Mr Buck said he felt he was at the start of something special!  Website for MAT is operational – <a href="http://www.inspiringprimaries.uk">www.inspiringprimaries.uk</a>	
<b>8</b>	<b>Headteacher's Report</b>  Mrs Sandford's comprehensive report was circulated to Governors ahead of the meeting.  Mrs Sandford highlighted the following points: At the start of the new year the school has 208 pupils on roll. 1 child didn't commence in Reception as expected but in Year 1 there are 3 new children. In years 3, 4 and 6 there are an extra 2, 3 and 1	

	<p>children respectively. Three are from looked after in care and 2 have EHCPs. There is currently an appeal for a year 4 who is in catchment but the year group is full. The school has a limit of 30 in each year group and therefore anything above this goes straight to appeal at the Diocese.</p> <p><b>Assessment report</b></p> <p>Mrs Sandford also circulated a comprehensive assessment report separately prior to the meeting. She highlighted that since the report went out they have had a slight improvement in the Yr 6 Maths at greater depth to 22% following remarking of the papers. A staff meeting to discuss the assessments raised points to pursue, enabling and motivating boys to write and to develop KS2 high attainers to attain greater depth.</p>	
<p><b>9</b></p>	<p><b>Strategic School Development</b></p> <p>Mrs Sandford distributed an update on the School's Strategic Development plan. She said we are currently just over half way through the period covered by the plan 2014-2019. The objectives highlighted green are complete and those in yellow are in hand. The only item not commenced is the extension to create a further large indoor learning area. The Section 106 funding pot stands at approximately £140k and is short for the estimated cost of £165k but the pot does not include the housing development planned on Ullesthorpe Road. Mrs Sandford is due to meet with YMD Boons and the local authority to discuss the release of Section 106 funding to the benefit of the school.</p> <p>Mrs Moore asked if the development is definitely going through. HDC has it on the planning agenda for November. The school has no intention of increasing its planned admission number of 30 children per year group.</p> <p>On an operational aspirational basis the school wants to:</p> <ul style="list-style-type: none"> <li>● Ensure all children, without SEN, meet or exceed the national scale of 100 at the end of KS2 and all children make at least expected progress based on prior attainment.</li> <li>● Ensure consistently high quality teaching and learning enables all children to make at least expected progress.</li> <li>● Ensure school leadership positively impacts on teaching and learning and expectations.</li> </ul> <p>Targets for years 1-6 are in hand and the full document will be circulated once populated with cohort targets.</p>	
<p><b>10</b></p>	<p><b>Policies</b></p> <p>The following policies were circulated to Governors ahead of the meeting and were agreed and signed by the Chair.</p> <ul style="list-style-type: none"> <li>● Hiring and lettings</li> </ul>	<p><b>Action:</b> Mrs Sandford to</p>

	<ul style="list-style-type: none"> <li>● Non smoking</li> <li>● Parental involvement</li> <li>● Sex and relationship education</li> <li>● Accessibility plan</li> <li>● Toileting</li> <li>● Special needs and disability</li> <li>● School uniform</li> </ul> <p>Mrs Durnin asked how the school views head dresses for religious purposes. Mrs Sandford said it would come under small items of religious importance as with jewellery.</p>	<p>share approved policies with staff. Mr Shields to upload to website and google drive</p>
11	<p><b>Governor vacancies and Constitution of Governing Body</b></p> <p>Suggested terms of reference for the Governing Body were distributed. These were proposed by Mrs Sandford and seconded by Mrs Moore. The Governor vacancy noted in Matters Arising is to be followed up.</p>	<p><b>Action:</b> Mrs Sandford Rev Davies</p>
12	<p><b>Governance including Governors' Roles and Responsibilities</b></p> <p>Governors need to be appointed for the main liaison roles.</p> <ul style="list-style-type: none"> <li>● Safeguarding Governor – Mrs Moore (Chair)</li> <li>● Inclusion Governor to cover absenteeism, SEN, G&amp;T plus Pupil Premium – Mrs Thompson</li> <li>● English and Art – Mrs Durnin</li> <li>● Maths – Mrs Moore</li> <li>● PE – Mrs Baigent</li> <li>● RE and Collective Worship – Rev Davies</li> <li>● Early years – Mrs Smith</li> <li>● Science – TBC</li> </ul> <p>The member of staff responsible for each of these areas will get in touch with the relevant Governor and arrange a meeting.</p> <p>Guidance There should be at least one meeting each year for each liaison area to ensure there are development plans in place and the impact of actions are evaluated.</p>	<p><b>Action:</b> Mrs Sandford to inform staff of link governors to arrange visits</p>
13	<p><b>Governor Learning and Development</b></p> <p>Mrs Smith is doing the DBE online governors' course and Mrs Sandford will circulate training for Foundation Governors and GDS training.</p>	
14	<p><b>Documents received by the Chair of Governors</b></p> <p>None</p>	

<b>15</b>	<b>Date and time of next meeting</b> Wednesday 6 December 2017 at 6.30pm	
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With there being no further business to discuss the meeting closed at 7.25pm.

Signed \_\_\_\_\_ Chair of Governors

Date \_\_\_\_\_