

Gilmorton Chandler C of E Primary School

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

PRESENT

Mrs D Moore (Chair)
Mr A Shields
Mr N Robbins

Mrs M Sandford (Headteacher)
Mrs E Durnin
Mrs W Thompson

In attendance: Gordon Grimes (Clerk to Governors).

1	<p>Welcome</p> <p>The Chair welcomed everyone to the meeting which was opened in prayer by Mr Shields.</p>	
2	<p>Apologies</p> <p>Apologies were received and accepted from Rev Emma Davies and Mrs L Read. Mrs S Baigent was not in attendance.</p>	
3	<p>Declarations of Interests re agenda items</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.</p> <p>Mrs Sandford declared that she was also Headteacher at Ullesthorpe C of E Primary School and CEO of the Inspiring Primaries MAT.</p> <p>Mrs Thompson declared that she was a teacher at St Mary's C of E Primary School, Bitteswell which is a member school of the Inspiring Primaries MAT.</p> <p>There were no other interests declared.</p>	
4	<p>Confirmation of Minutes of Previous Meetings</p> <p>The minutes of the meeting held on 6 September 2017 were confirmed as a true record of the meeting and were signed by the Chair.</p>	
5	<p>Matters arising from the minutes</p> <p>Item 11, page 199: Mrs Smith has resigned as a Foundation Governor and Rev Emma Davies will seek a replacement. Mrs Moore and Mr Robbins have both had their terms of office as Foundation Governors renewed.</p>	<p>Action: Rev Emma Davies</p>

	Mrs Liz Read has been appointed as a Foundation Governor to fill the previous vacancy.	
6	<p>Trust Update</p> <p>The land issues at Dunton Bassett Primary School have now been resolved and it is anticipated that the school will convert to academy status and join the MAT on 1 April 2018.</p> <p>The Trust Board met on 6 September 2017 and the next meeting will be held tomorrow (7 December). The Trust AGM has been delayed due to unavailability of Diocesan Trust Members and will now be held on 11 January 2018.</p> <p>Peer challenge reviews are taking place at schools across the trust, 4 have been undertaken to date and involve the trust CEO, headteachers and senior leaders visiting schools to establish the strengths of the school and areas for improvement using the Ofsted framework. At the end of the 2 day visits, feedback is given and a written report is produced.</p> <p>Mrs Sandford is undertaking a review of the use of Pupil Premium funding and the impact that this is having across the trust.</p> <p>Every aspect of each school is risk rated for Trustees and funding at Gilmorton is currently shown as Amber with no risks designated as Red.</p>	
7	<p>Headteacher's Report</p> <p>Mrs Sandford's comprehensive report was circulated to Governors ahead of the meeting.</p> <p>Mrs Sandford highlighted the following points:</p> <ul style="list-style-type: none"> ● The NOR was 206. A dual registered child was removed from the roll in November 2017. ● The attendance target is to continue to exceed 97.5%. There are 14 pupils with less than 90% attendance. The majority of absences relate to unauthorised holidays. An Educational Welfare Officer (EWO) has been appointed by the Trust to liaise directly with parents or carers of persistent absentees. ● There were 2 alleged bullying incidents in Year 5 and a related Fixed Term Exclusion in Year 5. ● The staffing structure was set out in the report together with recent changes. ● The CIF bid to alter the entrance is still in the planning phase and the outcome of the CIF bid to upgrade the boiler and pipe system will not be known until Easter. 	

	<ul style="list-style-type: none"> • Mrs Sandford will analyse the data obtained across the Trust from the data collection date of 8 December 2017. • The Senior Leadership Team are taking the lead on a range of monitoring activities as detailed in the report. • Pupil Premium funding is being used as outlined in the report and the amount of PE and sports funding received this year has been doubled. • The Headteacher's Performance Management took place on 12 October 2017, Christine Tarpey was the external advisor. The performance management of the Headteacher will be undertaken in future by the Trust in view of her role as CEO. • Performance management of all teachers has been completed and targets set. Pay decisions were made and notified to staff by 31 October 2017. 	
8	<p>Strategic School Development</p> <p>The strategic school development plan for the period from 2014 to 2019 is updated each summer and a copy of the plan was issued to Governors ahead of the meeting.</p> <p>It was noted that there was currently a shortage of funds to complete the extension between the 2 school blocks and Mrs Sandford is currently discussing the release of Sec 106 funds with the local authority.</p>	
9	<p>Policies</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"> • Computing Policy • Science Policy • Music Policy 	
10	<p>Governor Visits</p> <p>Mrs Durnin has visited the school to hear children read.</p> <p>Mrs Sandford will remind staff to arrange visits with their linked subject Governor.</p> <p>Early next term, Mrs Moore will undertake a safeguarding visit and Mrs Thompson will undertake a SEND visit.</p>	<p>Action: Mrs Sandford Mrs Moore Mrs Thompson</p>
11	<p>Governor Learning and Development</p>	

	<p>It was agreed that Mr Shields will undertake the Learning and Development Governor role. He requested that Governors let him know when they have undertaken training in order to keep centrally held records up to date.</p> <p>Mr Shields has attended an event in connection with the Beyond Bullying Mark. He will also be attending GDS data protection training events to prepare for the introduction of new legislation in May 2018.</p> <p>Mrs Moore will circulate the GDS weekly bulletins to Governors.</p>	
12	<p>Documents received by the Chair of Governors</p> <p>None</p>	
13	<p>Items/Questions for the attention of the Trust Board</p> <p>None</p>	
14	<p>Date and time of next meeting</p> <p>Wednesday 7 February 2018 at 6.30pm.</p>	

With there being no further business to discuss the meeting closed at 7.50pm.

Signed _____ Chair of Governors

Date _____