

# Gilmorton Chandler C of E Primary School

Minutes of a meeting of the Local Governing Body held at the school on 4 July 2018 at 6.45pm.

## PRESENT

Mrs Danielle Moore (Chair)

Mrs Marie Sandford (Headteacher)

Mr Andrew Shields

Rev Emma Davies

Mr Neville Robbins

Mrs Catherine Mahon

Mrs Bradina Freedman

In attendance: Gordon Grimes (Clerk to Governors).

1	<p><b>Welcome</b></p> <p>The Chair welcomed everyone to the meeting and welcomed Mrs Freedman and Mrs Mahon to their first Governors' meeting since their appointment. The meeting was opened in prayer by Mr Shields.</p>	
2	<p><b>Apologies</b></p> <p>Apologies were received from Mrs Liz Read, Mrs Eileen Durnin and Mrs Wendy Thompson.</p>	
3	<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.</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>Rev Emma Davies declared that she was a Foundation Governor at North Kilworth C of E Primary School which was part of the Learn Academy Trust.</p> <p>Mrs Mahon declared that she was a teaching assistant at the school.</p> <p>There were no other interests declared.</p>	
4	<p><b>Confirmation of Minutes of Previous Meetings</b></p> <p>The minutes of the meeting held on 24 May 2018 were confirmed as a true record of the meeting and were signed by the Chair.</p> <p><u>Mr Robbins joined the meeting at 6.55pm.</u></p>	<p><b>Action:</b></p>

	Governors congratulated Mr Robbins as he was celebrating his 50th year as a Foundation Governor at the school. The Clerk will make the Diocese aware of Neville's achievement.	Clerk
5	<p><b>Matters arising from the minutes</b></p> <p>There were no matters arising.</p>	
6	<p><b>Headteacher's Report</b></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"> <li>● The NOR was 212 as at 25 June 2018.</li> <li>● The attendance target is to continue to exceed 97.5%. The current attendance is 96.1%. The Educational Welfare Officer (EWO) appointed by the Trust is communicating with the parents of 3 children who have joined the school and are persistent absentees. Several parents have been fined for allowing their children to take authorised absences for holidays. There are 21 pupils with 100% attendance.</li> <li>● The SEND numbers are going up and will continue to rise due to better identification of pupils. SEND funded support plans need to be converted to EHCPs by the end of a key stage. The school is currently applying for 5 EHCPs.</li> <li>● There were 2 alleged bullying incidents and 2 fixed term and one permanent exclusion. The permanent exclusion was upheld by a Governors' Panel.</li> </ul> <p><u>Rev Emma Davies joined the meeting at 7.10pm</u></p> <ul style="list-style-type: none"> <li>● The MAT update was shown on page 2 of Mrs Sandford's report. Mr Shields is the trust lead for the introduction of the General Data Protection Regulations (GDPR) and he gave a presentation to Governors. The new regulations came into force on 25 May 2018 and prior to then there had been a lot of scare stories about the impact of GDPR on schools. Mr Shields stated that there was no need for panic as schools had been following the previous Data Protection Act and that there were adjustments that could be put into place to work towards compliance with the new act. The trust had signed up to provision of support for GDPR from Warwickshire County Council Education Services who will act as Data Protection Officer (DPO) for the trust. The initial contract is for 12 months and will provide advice, legal support and as already noted, DPO provision. The provider will audit each school in the trust on a yearly basis. Mr Shields is the contact with Warwickshire</li> </ul>	

	<p>County Council and each school in the trust has a named contact for liaison with Mr Shields. There is ongoing work taking place but all immediate tasks have been completed and GDPRis software has been purchased by the trust to help manage the process of ensuring compliance with the regulations. There will be templates and information readily available to schools and Governors to ensure that the correct actions are undertaken as required.</p> <ul style="list-style-type: none"> <li>• Mrs Sandford (as trust CEO) will be meeting with the Regional Schools Commissioner and DfE Trust Development Partner shortly.</li> <li>• Work on the main entrance and car park is continuing and further work is ongoing to consider more CIF bids.</li> <li>• Detailed information relating to the children's attainment and learning (SSDP3/RAPP) was shown in the report. The end of spring term results were shown together with the Trust averages in brackets for comparison purposes. Mrs Sandford outlined her specific concerns to Governors and as detailed in the report, pupil progress meetings have been held with all teachers to discuss intervention required to accelerate progress and raise attainment.</li> </ul>	
8	<p><b>Ratification of 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>• Art and Design Policy</li> <li>• E-Safety Policy</li> <li>• Drugs Education Policy</li> <li>• English Policy</li> <li>• Design and Technology Policy</li> <li>• Acceptable Use Policy</li> <li>• RE Policy</li> <li>• PHSE and Citizenship Policy</li> </ul>	
9	<p><b>Governor Visits</b></p> <p>Mrs Moore and Mrs Read have conducted science and maths visit. They will circulate their written reports to all Governors.</p> <p>Allocation of specific roles to Governors and the development of a Governing Body action plan will take place at the next Full Governing Body meeting.</p>	<p><b>Action:</b> Mrs Read Mrs Moore</p> <p><b>Action:</b> Clerk</p>
10	<p><b>Governor Learning and Development</b></p>	

	Mrs Sandford has attended a workshop on the proposed changes to the SIAMS inspection process.	
<b>11</b>	<b>Documents received by the Chair of Governors</b>  None	
<b>12</b>	<b>Items/Questions for the attention of the Trust Board</b>  None	
<b>13</b>	<b>Any Other Business</b>  Rev Emma Davies stated that the report following the Diocesan Rural Commission has now been launched and there is a copy on the Diocesan website. It was agreed that Foundation Governors would meet as a group and look at the report to consider how the school could fully play their part.	<b>Action:</b> Foundation Governors
<b>14</b>	<b>Date and time of next meeting</b>  To be agreed.	<b>Action:</b> Clerk

With there being no further business to discuss the meeting closed at 8.40pm.

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

Date \_\_\_\_\_