

Gilmorton Chandler C of E Primary School

Minutes of a meeting of the Local Governing Body held at the school on 26 September 2018 at 6.30pm.

PRESENT

Mrs Danielle Moore (Chair)
 Mrs Marie Sandford (Headteacher)
 Rev Emma Davies
 Mrs Eileen Durnin
 Mrs Bradina Freedman
 Mr Neville Robbins
 Mr Andrew Shields
 Mrs Wendy Thompson

In attendance: Gordon Grimes (Clerk to Governors).

1	<p>Welcome</p> <p>The Chair welcomed everyone to the meeting. The meeting was opened in prayer by Rev Emma Davies.</p>	
2	<p>Apologies</p> <p>Apologies were received from Mrs Liz Read and Mrs Catherine Mahon.</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 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 Thompson declared that she was a teacher at All Saints C of E Primary School, Bitteswell which was a school within the trust.</p> <p>There were no other interests declared.</p>	
4	<p>Register of Business Interests</p> <p>Mrs Sandford will circulate the annual register of governors' business interests for completion and return to the school by 12 October.</p>	<p>Action: Governors</p>

5	<p>Election of Chair and Vice Chair</p> <p>Mrs Moore was proposed and seconded as Chair of Governors and was elected.</p> <p>Mrs Read was proposed and seconded as Vice Chair of Governors and was elected.</p> <p>Both appointments will be for the period until the first full governing body meeting of the 2019/20 academic year.</p>	
6	<p>Confirmation of Minutes of Previous Meetings</p> <p>The minutes of the meeting held on 4 July 2018 were confirmed as a true record of the meeting and were signed by the Chair.</p>	
7	<p>Matters arising from the minutes</p> <p>Item 4, page 220: Mr Robbins has received a congratulatory letter from The Rt Rev Martyn Snow, Bishop of Leicester celebrating Neville's 50th year as a Foundation Governor at the school. Rev Emma Davies read the letter to governors who again added their congratulations.</p>	
8	<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 209 as at 18 September 2018. ● The attendance target is to continue to exceed 97.5%. The attendance at the end of the academic year was 96.7%. Details of actions taken to deal with persistent absentees are shown in the report. ● 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 6 EHCPs. ● There were no alleged bullying incidents or exclusions. ● The MAT update was shown on page 2 of Mrs Sandford's report. Mrs Sandford (as trust CEO) met with the Regional Schools Commissioner and DfE Trust Development Partner today and teacher workload reduction and school funding were amongst the issues discussed. Dunton Bassett Primary School 	

	<p>joined the trust on 1 October, somewhat unusually the EFSA accepted that the school's land is only being leased for 25 years.</p> <ul style="list-style-type: none"> ● A tree has been felled in the school grounds due to its dangerous condition due to storm damage. There was a water leak in the new pipe work this morning which has now been repaired. Poor workmanship in installing the new access gates has been drawn to the contractor's attention and will be remedied together with additional fencing being provided at no extra cost. ● Detailed information relating to the children's attainment and learning (SSDP3/RAPP) was shown in the report. The end of year key data results were shown together with national results for comparison purposes. Mrs Sandford outlined her specific concerns to governors as shown in detail in her report together with on-going actions being taken. <p><u>Rev Emma Davies left the meeting at 7.10pm</u></p>	
<p>9</p>	<p>Strategic School Development</p> <p>The updated strategic school development plan for the period from autumn 2014 to summer 2019 was issued to governors ahead of the meeting. It was noted that the new housing development that was next to the school would provide opportunities for obtaining additional Sec 106 monies which would in turn provide the resources for completing the additional building works at the school to increase space. Mrs Sandford is taking this forward and is also meeting with the local authority Pupil Place Planning Officer. Governors were shown plans of the new development and Mr Shields reported that he is drawing up a wish list of provisions at the developer's request, these include a new toilet block on the new playing field and additional kitchen facilities. A copy of the operational raising attainment and progress plan was also issued to governors ahead of the meeting. Mrs Sandford will issue an amended page to governors following the meeting to set targets which took place last week.</p>	<p>Action: Mrs Sandford</p>
<p>10</p>	<p>Ratification of 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"> ● Safeguarding and Child Protection Policy ● SEN Policy ● Behaviour and Discipline Policy ● Confidentiality Policy ● Languages Policy 	

11	<p>Governor Skills Audit and Self Evaluation</p> <p>All local governing bodies of schools in the trust are being asked to complete governor skills audits and self evaluation of the governing body. Copies of the skills audit and evaluation document were issued to governors ahead of the meeting.</p> <p>It was agreed that governors would complete the documents by 12 October and the governing body would meet on 30 October to discuss the results and develop an action plan.</p>	Action: Governors
12	<p>Governing Body Vacancies</p> <p>There are currently no vacancies on the governing body and no imminent expiry of any governor's term of office.</p>	
13	<p>Governor Roles</p> <p>It was agreed that governors would undertake the following roles</p> <p>Inclusion - Mrs Thompson English - Mrs Durnin Maths/Science/Computing - Mrs Moore and Mrs Read RE/Collective Worship - Rev Emma Davies PE/Sports Premium - Mrs Freedman</p> <p>Members of the Pay Committee will be Mrs Durnin, Mrs Freedman, Mrs Read and Mr Robbins. The committee will meet at 6pm on 30 October ahead of the next full governing body meeting. Mr John Taylor will be providing performance management training on 9 October.</p>	
14	<p>Governor Learning and Development</p> <p>Mrs Sandford and Mrs Freedman will be attending performance management training on 9 October.</p> <p>The new SIAMS framework and the Diocesan Rural Commission will be discussed at the next meeting of the full governing body to be held on 30 October.</p>	
15	<p>Documents received by the Chair of Governors</p> <p>None</p>	
16	<p>Items/Questions for the attention of the Trust Board</p> <p>None</p>	

17	Any Other Business None	
18	Date and time of next meeting Tuesday 30 October 2018 at 6.30pm.	Action: Clerk

With there being no further business to discuss the meeting closed at 8.20pm.

Signed _____ Chair of Governors

Date _____