

Minutes Of Governors Full Governing Body Meeting
held on Tuesday 21st May 2019, 6.30pm at Parrett and Axe Primary School

Present:

Simon Smith	SS	Headteacher
Allison White	AW	Staff Governor
Richard Dodson (Vice Chair)	RD	Foundation Governor
Nick Harris	NH	Co-opted Staff Governor
Ben Bailey (Chair)	BB	Parent Governor
Lisa Raison	LR	Parent Governor
Sue Pakes	SP	Foundation Governor
Liza Caddy	LC	Parent Governor
Emma House	EH	Foundation Governor
Andrew Kindness	AK	Local Authority Governor
Rev David Baldwin	DB	Foundation Governor Ex Officio

In Attendance:

Vicky Reed	VR	Clerk
Bev Coleberd	BC	Prospective Foundation Governor

Apologies were received and accepted from:

Lesley Holloway	Associate Governor
Martyn Gillingham	Foundation Governor
Joy Edwards	Foundation Governor

Other Governors:

		Action
	<u>Opening Prayer</u>	
19/032	<u>Apologies & Welcome</u> Apologies were accepted as above. BB welcomed Bev Coleberd to the meeting, as a potential Foundation Governor.	
19/033	<u>Register of Business interests</u> The register of business forms have all been completed for the current year. There were no pecuniary interests declared for any items on the agenda.	
19/034	<u>Minutes of meeting held on 19th March 2019</u> The minutes were reviewed, agreed and signed. The minutes were amended to show that Rev DB sent his apologies for the last meeting.	
19/035	<u>Matters Arising from minutes of meeting held on 19th March 2019</u> <ul style="list-style-type: none"> a) 19/021 LC - Maths visit report – The report is available to view on the governor area of the website b) 19/023 SS – Leadership allocation of budget – SS reported that this has been corrected, and Resources minutes show that the LA have approved the budget. c) 19/028 VR - Chairs Briefing on Wednesday 5th June. To date no-one has asked to be booked to attend the Chairs Briefing. SS will ask the collaboration headteachers if any other governors are attending who can feedback to us. 	

<p>19/036 a)</p>	<p><u>Committee Updates</u> <u>Curriculum Committee</u> The committee have not met since the last FGB meeting. The next meeting date is 4th June.</p>	
<p>19/036 b)</p>	<p><u>Resources Committee meetings</u> The committee met on 29th April 2019 and the 7th May. The minutes were circulated prior to this meeting. Richard Dodson gave a summary of the meeting held on 7th May. The school has not yet submitted a bid for a new classroom, this will be done during the next round of bidding in early 2020. The school has received a quote of the redecoration of the school lobby area, toilets and Chesil classroom. However, the quote has been declined due to the cost. The Disciplinary Policy is still under review with regards to a possible Social Media Clause. The policies reviewed by the committee will be approved by the FGB, later in this meeting.</p>	
<p>19/037</p>	<p><u>Heads Report</u> The Head's report was circulated prior to the meeting. SS reported on any changes since the report was circulated.</p> <p><u>Attendance & Numbers on Roll</u> SS reported that one family are going to appeal for a place in Reception for September 2019. If this appeal is successful there will be 21 in Reception Year in September 2019. SS reported that most classes attendance figures are above the national average. However, Pupil Premium attendance is slightly below the national average. SEND attendance is slightly lower too, but just one child who is affecting the data.</p> <p><u>Staff Training</u> Kath Guppy has finished her Forest School training. Forest School sessions are currently being run for KS1 pupils, but this will be extended to KS2 pupil from September 2019.</p> <p><u>Safeguarding</u> SS is booked to attend Safeguarding Level 3 training in January 2020.</p> <p><u>Staffing Update</u> SS reported that the school has appointed a new teacher for Chesil Class, Stuart Copping, who has previously worked at Salway Ash School. SS and SP reported that the children behaved impeccably well on the interview day. Megan Evans moving to Kimmeridge to teach Years 3 and 4 from September 2019.</p> <p><u>Disadvantaged Pupils/Pupil Premium Update</u> SS noted that at the FGB meeting he will present his proposals for changes to the spending of Pupil Premium funds.</p> <p><u>Statutory Reporting</u> SS noted that since preparing the Head's report, there has been 1 half day fixed term exclusion.</p> <p><u>Other matters</u> Data – The spring assessments data was shared with the governors prior to the meeting. The forecasts for Year 6 are as follows: Reading 80% forecast to achieve ARE Writing 100% forecast to achieve ARE Maths 88% forecast to achieve ARE Combined forecast to achieve RWM 79% GPS 87% forecast to achieve ARE</p>	<p>SS</p>

	<p>SS reported that the SATS took place, with the children very focussed, and that they didn't seem phased by the tests. SS noted how proud he was of the children. Parent governors thanked the staff for their work in supporting the children through the SATs period.</p> <p>SS reported that the Phonics test have been delivered and will be carried out in the next half term.</p> <p>SS noted that the school cannot predict greater depth achievement in KS1 yet, and have to be sure that there is sufficient evidence that the pupils are working at GD before making that judgement. However if pupils are working at GD, they are given that judgement.</p>	
19/038	<p><u>SDP Review & Update</u></p> <p>SS reported that the SDP has been reduced to a more workable document along with the SDP. SS will give a full review at the September/October meeting.</p>	
19/039	<p><u>West Dorset Schools Collaboration Update</u></p> <p>SS reported that next round of lesson studies is happening the week after half term, with a subsequent meeting for all teachers to share what they have learnt through the collaboration shared lesson study sessions. It is planned that during the next school year teaching assistants will have the opportunity to shadow in other collaboration schools, as well as teachers continuing with the lesson studies.</p> <p>SS reported that there has been interest shown by other schools in joining the collaboration, and that at the moment academisation is not a top priority for the government.</p>	
19/040	<p><u>Safeguarding</u></p> <p>SP reported that the Safeguarding Audit has been completed, with two items identified for the action plan. SP reported that the school has rated itself as Good with regard to Safeguarding, as currently only one governor has attended the Safer Recruitment training course. The school also feels that its Social Media Policy needs reviewing and perhaps tightening up, hence the rating of Good not Outstanding.</p>	
19/041	<p><u>Policies for Review</u> – policies circulated prior to the meeting</p> <p>Freedom of Information Policy Data Protection Policy Child Protection Policy Redundancy and Restructure Policy Dorset Scheme for Financing Schools</p> <p>All DC policies approved unchanged. SS recorded his thanks to EH for reading and reviewing the policies.</p> <p>Disciplinary Policy – This policy was not approved, as per item 19/036. It will be brought to the next round of meetings.</p>	
19/042	<p><u>Governor Training, Visits, Recruitment & Succession Planning</u></p> <p>VR reported that the diocese have released new regulations and noted that Foundation Governors will not be able to serve more than 3 terms of office.</p> <p>EH has attended Understanding Data Parts 1 & 2 VR to find certificate LC has attended Learning Walks training EH will be attending School Development Planning training</p> <p>SS reported that the school has purchased PSA credits from the Diocese and that SP will be attending Returning Foundation Governor training as a result.</p>	

	<p>Visits – There have been no governor visits since the last meeting.</p> <p>Recruitment – The new curate will join the FGB as a Foundation Governor when she arrives in the parish.</p> <p>Succession Planning – BB reminded governors that he will not be standing again as Chairman at the AGM in October.</p>	
19/043	<p><u>Correspondence</u> SS & BB have received written notice from the clerk with her resignation effective from the end of the school year. Karen Lovering, School Admin Officer has offered to take the role on, which will allow for a period of handover from the clerk.</p>	
19/044	<p><u>Dates of Future Meetings</u></p> <p>Resources Committee Wednesday 26th June 6.00pm Curriculum Committee Tuesday 4th June 6.30pm Full Governing Body Monday 8th July 6.30pm</p>	
19/045	<p><u>A.O.U.B.</u> AK reported that SS’s mid-year review took place, and that all 3 objectives are moving in the right direction. AK noted that the mid-year reviewed Pupil Premium gap prevention, and the school’s focus on Greater Depth Maths.</p>	

The meeting closed at 7.22pm.