

CROWLE CHURCH of ENGLAND FIRST SCHOOL
Minutes of Full Governing Body Meeting

Quorum: Governors 10	Date / Time: 20 th October 2015 7:00pm
Chair: Marisa Hackett-Lee (MHL)	Clerk: Jackie Larder

Present:	
Lynn Biggs (LB) – Headteacher	Sharon Moore (SM)
James Fox (JF)	Alison Roberts (AR)
Apologies:	
Sheriden Amos (SA)	Katie Kempson (KK)
Denise Llewellyn (DL)	Caroline Temple-Cox (CTC)
Absent:	
Howard Painter (HP)	

1 Apologies for Absence:

Apologies had been received and were accepted from Sheriden Amos, Denise Llewellyn, Caroline Temple-Cox and Katie Kempson.

2 Declaration of Interest:

None stated.

3 Approval of Minutes of Meeting Held on 29th September 2015:

The minutes were approved as an accurate record without amendment and duly signed by the Chair.

4 Matters Arising from the Meeting 30th June 2015:

JL confirmed that SA had completed the Prevent training but that DL had yet to confirm.

All other actions were confirmed as complete.

5 NGA – Questions 7, 9, 10 & 13

LB and AR talked through the 'mind map' charts resulting from the recent staff brainstorm session and answered governor questions. The charts will be formalised and then evidenced within governor visits, which will be reported back to FGB and will also be included in future learning walks.

7) How does the school promote good behaviour to enhance learning?

Children throughout school understand what rewards and sanctions are used in school – they are displayed in each classroom – and what behaviour results in these consequences. Expectations are consistent throughout school, including external staff - PE teachers, music teachers.

Children have contributed ideas to a Code of Conduct, which will be displayed in every classroom. Governors requested to verify the evidence through a governor visit. LB suggested that the visit take place at lunch time to allow governor to also evidence accommodation of different beliefs and the uptake of universal free school meals.

➤ **Action JF: Arrange Lunchtime visit to evidence good behaviour**

9) Are the buildings and other assets in good condition and are they well used?

Buildings are monitored regularly by governor visits. JF works closely with LB to ensure that school is compliant with all statutory regulations and reports back to FGB. Staff are Health & Safety trained. All governors are fully aware of the condition of the buildings through learning walks.

10) Do we keep children safe and healthy?

Governors have an appointed Safeguarding Governor who liaises with a designated member of staff. DBS checks are carried out (including 'by association' checks).

Policies are published on the website and regularly reviewed. E-Safety is embedded within school and has a link on the website.

Megabytes meet School food standards and healthy snacks are encouraged.

Emergency triangles are being installed in each classroom.

13) Are we actively promoting British values in our school?

Children understand issues which have had a big impact both locally and nationally e.g. flooding.

PALS - Playtime Activity Leaders are going to be elected after half term, which will encourage public speaking and teach children about democracy.

➤ ***Action SM: Friday visit after PALS election (to include assembly)***

➤ ***Action LB: 17 Global goals for Sustainable Development***

➤ ***Action MHL/JL: Questions for Next Meeting Agenda:***

3) What are we doing to raise standards for all children?

4) Are we making best use of Pupil Premium?

2) What are the school's values?

6 School Development Plan and iAbacus

LB demonstrated that sections of iAbacus are now completed. She noted that much of the areas which were earmarked for improvement within the recent Ofsted visit are no longer valid, since the phraseology has changed. Once all sections are completed the wording will be tweaked to reflect current terminology.

7 Monitoring Calendar

Governors agreed to conduct school visits as follows:

JF – Behaviours

SM – British Values

MHL – Data / Safeguarding (before next meeting)

8 Committees

Committees are to be reviewed and updated in light of new Chair and Vice Chair appointments. Specific responsibilities delegated to individual governors also need to be reviewed

➤ ***Action JL: Update committees as discussed. Check with Governor Services for requirements and/or best practice.***

9 AOB

Avonbrook Schools Sponsorship

LB sought governors' agreement to a request from Andrew Best, Pinvin Federation Head Teacher, that the cluster seek sponsorship from local businesses who may be interested in promoting to our parents e.g. Vax, BOSCH, Worcester Warriors, GTech.

➤ ***Decision All: Governors approved proposal to seek sponsorship from local businesses.***

Term-Time Leave Request

➤ ***Decision All: After due consideration governors approved request for year 4 pupil to take extended leave to accompany their parent to work abroad.***

Fundraising Requests

LB sought governors' views and approval to consolidate the requests for fundraising received by school. After discussion, governors' agreed to continue to predominantly support two charities: Fresh Start and Grace Kelly Ladybird Fund, which will be promoted on the website

➤ **Action MHL: Draft Letter to respond to both requests.**

Mobile Classroom

LB outlined the current situation with regard to replacing the mobile classroom. The Local Authority have now decided to replace it with another temporary structure and are no longer looking into a more permanent replacement. They have £66k maximum to spend.

After a lengthy discussion governors requested a meeting with Jakobs UK and a representative from WCC to discuss their concerns over the decision. They want assurance that this is the most efficient and educationally sound solution as well as confidence in the longevity of any replacement; requiring it to be either new or less than 3 years old.

➤ **Action LB: Request site visit to include MHL and JF.**

Next Meeting Tuesday 17th November 7:00 pm

SA had noted her apologies for this meeting

The meeting closed at 8:50 pm

Signed

Date