

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

<b>Quorum:</b> Governors 10	<b>Date / Time:</b> 29 <sup>th</sup> September 2015 7:30pm
<b>Chair:</b> Marisa Hackett-Lee (MHL)	<b>Clerk:</b> Jackie Larder

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

- 1 Appointment of Chair**  
 Marisa Hackett-Lee appointed Chair for a 3 year term.  
 Sharon Moore appointed Vice-Chair for a 2 year term.
  
- 2 Apologies for Absence:**  
 Apologies had been received and were accepted from Sheriden Amos, Denise Llewellyn and Alison Roberts.
  
- 3 Declaration of Interest:**  
 None stated.  
 JL advised of new requirement to publish online a register of governors' interests and attendance record at meetings over the last academic year. The information needs to be easily accessible to all. JL will update register after each meeting and send to school for it to be added to the governors section of the website.  
 ➤ ***Action JL: Send Declaration of Interests Register to S Howe***
  
- 4 Approval of Minutes of Meeting Held on 30<sup>th</sup> June 2015:**  
 The minutes were approved as an accurate record without amendment and duly signed by the Chair.
  
- 5 Matters Arising from the Meeting 30<sup>th</sup> June 2015:**  
 All actions were confirmed as complete or covered during the meeting agenda.
  
- 6 SIP – Self-evaluation Using iAbacus and Monitoring Schedule**  
 LB demonstrated how iAbacus can be used to formulate to SIP.  
 She circulated a copy of the new OFSTED criteria for what constitutes 'Outstanding' in the 'Effectiveness of Leadership & Management'. Governors discussed how best to approach evidencing criteria using the NGA website questions to assist and agreed to have a standard agenda item to consider 2 or 3 questions at each FGB meeting.  
 ➤ ***Action MHL/JL: Standard agenda item for evidencing OFSTED Criteria***  
 ➤ ***Action JL: Check availability of access to NGA website for all governors***
  
- 7 Prevent Training**  
 The LA has confirmed that, although the risk to children at Crowle is negligible, all staff and Governors must complete the Prevent Training relating to extremism and radicalisation. Governors present ran through both the Powerpoint presentation and online training at [http://course.ncalt.com/Channel\\_General\\_Awareness](http://course.ncalt.com/Channel_General_Awareness).  
 ➤ ***Action JL: Request that absent governors complete Prevent Training***

**8 Safeguarding Policy**

LB advised that the policy had been updated to reflect the changes made by Sally Mills at the LA and includes the Safeguarding Officers.

- ***Decision All : Agreement to ratify the policy***
- ***Action LB: Publish policy on School website***

**10 Pershore Pyramid Working Party Meeting**

MHL attended meeting Monday 28<sup>th</sup> September at County Hall, at which most schools within the pyramid were represented. The Diocese was not represented, but is being informed of the outcomes. She explained that this was a brainstorming session to outline key elements of what we would want to be included in a review. A working document is being prepared to share with all governors. All views are being collated by half term by the Pinvin Federation representative. The next step will be to prepare a document to put out to tender.

- ***Action MHL : Send working document to JL for circulation to all governors.***

**11 Forward Look**

Martin Allen, a member of Inkberrow's governing body and former Schools Inspector Adviser, is holding a series of training sessions to which governors in cluster schools have been invited. LB asked that one governor represent Crowle at each:

- Tuesday 10 Nov – RAISEonline / Data - KK
- Thursday 26<sup>th</sup> Nov – Perf Related Pay - CTC
- Tuesday 8 Dec – Finance - MHL

Family Friday 2<sup>nd</sup> October: 2:40–3:05

Next Meeting Tuesday 20<sup>th</sup> October 7:00 pm

KK noted her apologies for this meeting

**The meeting closed at 9:00 pm**

Signed .....

Date .....