

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

Quorum: Governors 6	Date / Time: 17 th January 2017 7:00pm
Chair: Marisa Hackett-Lee (MHL)	Clerk: Jackie Larder

Present:	
Lynn Biggs (LB) – Headteacher	Sharon Moore (SM)
James Fox (JF)	Caroline Temple-Cox (CTC)
Katie Kempson (KK)	
Apologies:	
Alison Roberts (AR)	

1 Apologies for Absence:

Apologies had been received and were accepted from Alison Roberts.

2 Declaration of Interest:

None stated.

3 Approval of Minutes of Meeting Held on 15th November 2016:

The minutes were approved as an accurate record and duly signed by the Chair.

4 Matters Arising from the Meeting 15th November 2016:

All actions were confirmed as complete or included on the agenda.

Former governor Denise Llewellyn joined the meeting for 5 minutes at 7:20pm to receive a gift of thanks for her work with school.

5 Data of previous pupils shared by St Nicholas

LB presented data provided by St Nicholas Middle School showing the continued progress of children from Crowle once they have moved to the middle school. Headteacher Mr Best had reported that Crowle children are consistently in top groups in both English and Mathematics and have a good attitude to learning.

KK also reported that a St Nicholas Governor had remarked, in passing, how impressed they were with Crowle data which was 'always spot on' and could therefore be relied on.

Governors suggested that this should be presented as a positive story to parents.

➤ **Action LB: Add paragraph to next newsletter.**

LB also outlined that the new curriculum brought a big change in Maths; opinion across the cluster was that expectations were raised significantly and that resources to support maths were lacking compared to reading and writing. Teachers across the cluster have been working together to implement best practice; most are now using Abacus and feel that results should become consistently better. The DOWMAT will enable us to also work with a wider group of schools with diverse backgrounds to give a different perspective.

Children in Years 1 and 2 have started school with the new curriculum; significant interventions are being put in place for those that are finding it challenging to help them reach age expected scores.

6 **Broadband - Change of Provider**

During the due diligence meeting, the ICT representative from the DOWMAT reviewed Broadband provision and made a recommendation to change to BT Infinity, which will give a faster provision and a long term reduction in cost although there is an initial £500 connection fee.

➤ **Decision ALL: Governors approved unanimously the recommendation to change to BT Infinity.**

7 **DOWMAT Update**

The DOWMAT Conversion Guide had been circulated prior to the meeting for governors to review.

LB confirmed that the conversion is currently on track to take place 1st March. Staff have been invited to a TUPE meeting, and have had a letter to sign regarding the transfer of employment. Sarah Howe is booked on training for SAGE Finance package. The SIMS package will be used for pupil data.

In response to a governor question LB confirmed that if there are any remnants from the conversion fund (once all legalities have taken place) we would receive them.

8 **Buildings Update**

LB reported that as of 6th January there had been no objections to planning; approval should be received within 2 weeks. The invitation to tender was posted 9th January. The process is being managed by Jacobs and Place Partnership (PP). MHL & LB met with Nanetta from PP to discuss storage and skip hire; funding will be available. Work is due to start first Saturday of Easter holidays to end before the start of academic year 2017/18. LB will publish information to parents about arrangements for summer term once the contractor has been appointed.

Governors agreed to LB's request for a TED day on a Monday (date to be confirmed) for clearing classroom and also offered their help.

LB explained that there have been heating issues in school, possibly due to a build-up of debris. The whole system should be flushed as part of the new build but a new boiler may be required.

A new model interactive whiteboard will be purchased the cost is likely to be around £2.5k. At the point where classroom is ready to be furnished the DOWMAT will support that process. As WCC are no longer using the services of CIS, it is unclear who will be taking control of ICT installation in the new classroom.

CTC raised a question over allocated car parking for contractors. LB confirmed that the front drive has been allocated for the site office and toilet facilities with possible space for some parking. Neighbours have already been informed of impending works. JF suggested closing off the lane to allow contractors to park there and prevent health and safety issues.

➤ **Action LB: Email PP with suggestion to close off lane.**

9 **Radicalisation and Extremism Risk Assessment**

The risk assessment was completed with the evaluation of risk considered to be low. All governors had completed the awareness training in September 2015.

➤ **Action JL: Add completed risk assessment form to new school website.**

10 **Governors Responsibilities for Safeguarding**

The presentation had been circulated prior to the meeting for governors to review; there were no questions. The Safeguarding Policy had been ratified at September 2016 meeting and has been published on the new school website.

11 School Website Update

After a short discussion, governors agreed to postpone launch of the new website to coincide with DOWMAT conversion.

12 Pyramid Update

MHL attended a meeting at Flyford Flavell regarding the proposed change of age range. Governors discussed the possible implications to the Pershore Pyramid and agreed that the proposal will have little direct impact on Crowle School.

In response to a governor question LB confirmed that, even as an Academy, a school must demonstrate there is a need to be filled before approval would be granted.

13 Monitoring Visits

MHL: Safeguarding - Friday 3rd March 1:00pm - review new website and pupil interaction

KK: Mathematics - Friday 10th March 1:00pm – pupil interaction on attitude to Maths, views on Abacus (has it helped their learning), homework

CTC: Foundation - Friday 3rd February 2:00pm

14 AOB

Budget

LB circulated the Three Quarter Year Monitoring Report and highlighted key points. Governors unanimously approved the budget.

Staffing

Mrs Jones has resigned; she will be leaving end February. Miss Davis will increase her hours for the second half of the term initially and possibly through to the end of the academic year.

Training

CTC hopes to attend Diocesan Cluster Meeting 9th March.

JF will attend governor training on Health & Safety 5th April.

Next FGB Meeting: Tuesday 21st March 2017 - 7:00pm

The meeting closed at 8:45 pm

Signed

Date