

**HORFIELD CEVC PRIMARY SCHOOL
FULL GOVERNORS MEETING MINUTES 135/14
Thursday 18th September 2014 at 19.00**

1. Welcome, Apologies and Prayer

Present: Jenny Taylor, Yvette Kydd, Peter Clifford, Liz Lewis, Susan Merelie, Peter Smith, Jo Marsh, Kate Loveridge, Kath Wilkinson, Jenny Allen, Charlie Han, Karen Dunmall, James Volkk, Sally Mines

Apologies: Lucinda Searle, Amy Green, Max Khanna, Sue Lloyd, Ellie Waters

Meeting commenced at 19.00 with the school prayer, led by Kate.

Kath welcomed new members to the Governing Body: Jenny Allen, James Volkk, Karen Dunmall.

2. Minutes of Last Meeting 134/14, Actions and Matters Arising

Actions from the minutes of the last meeting were covered during this meeting. There were no matters arising so Kath signed and dated the minutes from the last meeting.

3. Reconstitution of the Governing Body

4. Committees' structure and named governors, terms of office, meeting dates

Kath opened discussions by confirming the resignation of the former community governor, Ellie Waters. Ellie has offered assistance to the Governing Body should advice be needed to carry out a skills audit. Kath has asked Lucinda, the remaining community governor if she would consider associate membership to the Governing Body as an IT consultant. We are awaiting a response from Lucinda.

With regard to staff governors, it was agreed Yvette will remain on the Governing Body as staff governor, Liz will be co-opted for her expertise in child protection and safeguarding. Amy Green agreed to resign her post in the Governing Body.

Thanks were given to all governors standing down for their effort and enthusiasm in their posts.

Yvette questioned whether a member of support staff could be co-opted to give more balance to the Governing Body. Kath suggested a small group should meet to discuss the skill sets in the Governing Body and identify possible gaps. Kath, Jenny and Peter Clifford agreed to meet to discuss this.

Karen Dunmall, our new foundation governor, will support Liz and offered to take on the role of named governor for Child Protection and Safeguarding. Liz will continue as named governor for Children in Care.

After some discussion, the FGB agreed that Kate should continue as Vice Chair, and Kath to remain as Chair for one year's term of office.

The FGB also agreed that former associate members, Susan Merelie and James Volkk should be co-opted as full members of the governing body for their individual skills.

The FGB agreed the following changes to committee structure :

FPS Committee will retain all current members with the addition of James.

Standards Committee will be chaired by Jenny Allen.

Pastoral Committee will be chaired by Jo. Karen will also join this committee.

It was agreed that FGB meeting should be reduced to three per year, with FPS committee meeting every term (6xyearly), and Standards and Pastoral Committees also meeting three times per year. Dates for all meetings will be circulated by Sally before the end of September.

6. Policies

Kath confirmed that policies would be distributed to committees before their first meeting for review and approval. Terms of Reference also need to be agreed at the first committee meeting.

5. Heads Report and feedback on results

Jenny drew attention to the pleasing number of pupils on roll this school year. She mentioned the increased numbers of EAL pupils joining EYFS. I pads are being used in EYFS to streamline the process for pupil profiles. New staff have settled well with their classes. NQT teachers have been booked on NQT training.

KS1 results: Significantly above national average in reading, writing and maths. EAL pupils are making good progress due to specific intervention. Year 1 Phonics Assessment improved by 5% on last year's results. Jenny highlighted the importance of strong links with parents to help them practise at home with their children.

KS2 results: Due to effective teamwork and an enthusiastic Year 6 cohort, Yvette was delighted to announce that last year's results were the best ever. Staff were congratulated by FGB on their achievements.

7. AOB

Susan advised the FGB that the H&S had been completed and would be presented at the next meeting.

Sue Lloyd had emailed to draw attention a standard for schools entitled the 'Bristol Ideal' . Liz confirmed a working party will be formed to look at this initiative as part of the school's existing good practise. Training and policies on PSHE are currently being reviewed.

7 DONM

To be emailed separately before end of September.