



Minutes of a Meeting of the Governors of Barnabas Oley School, Great Gransden, held on Thursday 10th July 2014 at 7:00pm

Present: Mrs M Downes, Dr D Doyle, Mrs R Fogg, Revd C Furlong, Mrs C Hall, Mrs C Moretto, Mr J Petre(C), Mr A Pett, Mrs R Smith (HT),

In Attendance: Mrs C Morton (Clerk)

Apologies for Absence: Mr D Merrill. Apologies were received and accepted from Ms C Jarvis, Mrs E McLaughlin, Mr C Santus, Mrs A Whiddett, Mrs K Whinney

The meeting began with prayers

14.60 Declaration of Interests

No interests were declared.

14.61 Minutes

The minutes from the meeting held on 8th May 2014 were agreed as correct and signed by the Chair.

14.62 Matters arising

Social Event: It was agreed that the social event had again been a great success. The venue was fine and should be used again next year.

Annual Report to Parents: Mrs Smith confirmed that the Annual Report to Parents had gone out. She commented on the amount and variety of content and agreed that, spreading out the work between the governors was the way forward. Copies of the annual report had also been sent to all staff.

CVC update: Admissions criteria for September 2015 has been published but not as a change of catchment, rather a change of admissions. This means that the school is now in the catchment area of two schools including Longsands. The council have confirmed that they will only provide free transport to Longsands and not to Comberton VC. An appeal has been lodged with the adjudicator on the grounds that a) the council failed to publish in due time, b) the original request was for a change of catchment not a change of admissions and c) discrimination in that only parents who will be able to meet the cost of transport will be in a position to make the choice of CVC for their children. A request has also been made to the local Authority for a change in transport arrangements. Comberton, in the meantime, have been very helpful in supporting the requests to the LA from the Governing body.

Admissions update: Mrs Smith confirmed that there could be one new pupil with a statement. She also said that she had had enquiries for 9 more pupils.

Audit of Governing Body Effectiveness: Mrs Smith confirmed that Mrs Whinney had submitted the audit.

14.63 Training Update

Mr Petre confirmed that he had attended the Termly Briefing.

14.64 MUGA Funding

Mrs Smith reported that the school had been unsuccessful in its application for funding as the school does not own the land being considered for development. However, the funding application pack is now available for the next application should anything become available.

14.65 Parents' Forum / School Council

Mrs Hall reported that this had not been well attended by parents but there had been a lively discussion with the School Council.

14.60 Founder's Day

Mrs Smith confirmed that the guest speakers will be Mrs Stephanie Bourn from Clare College and Judith Skelton representing the Diocese.

14.61 SEN Review and Update

Dr Doyle briefly went through both reports focusing on a few points of interest. She reported that the handover to Mr Pett had progressed well. There is to be a new SEN Code of Practice out in September. The Life Education bus had been a great success and will be continued every two years. Dr Doyle also congratulated Mrs Downes on her excellent work as SENCo and Mrs Smith for her help and support with time and cover of classes.

14.60 SDP

Mr Petre handed out the current governor targets in the SDP for final updates to be added and to propose targets for 2014/15.

The following was proposed.

- Academies: It was agreed that the school was too small to go it alone as an academy but it was agreed to keep a watching brief on any future developments.
- Training: It was agreed that governors already took advantage of any relevant training available and we should be looking for a subject to use for the in-house training session available.
- Documentation Management: This was still being researched. It was agreed to keep 3 years' documentation on the website and archive the rest when a suitable system is decided upon.
- Health and Safety: Inspections have been formalised and made available on the website.
- Financial: It was reported that all training was up-to-date.
- CVC: This is still progressing (see earlier item).

Mr Petre agreed to collate the progress reports and update the SDP and asked for future targets.

- Health and Safety: Embed policies and procedures.
- Data: Get Termly reports
- Academies: Keep a watching brief.
- Training: Decide on in-house training subject.
- CVC: Continue to fight for transport.

- Financial: Introduce monthly update meetings to keep a closer control.

Mr Petre also agreed to document the new targets.

Action: Mr Petre

14.61 Reconstitution of the Governing Body

Mr Petre re-iterated the reasons to change the constitution of the governing body to be in line with the new guidelines and discussed the new constitution suggested by the Clerk. Mrs Fogg proposed and Mr Pett seconded the motion that the constitution be changed in line with the new guidelines, all present were in favour. Mr Petre asked the clerk to draft the new Instrument of Government in line with the new constitution and make enquiries as to how soon the new Instrument could take effect.

Action: Mrs Morton

14.62 Headteacher's Report

Mrs Smith briefly went through her report and, when asked, confirmed that there had been one exclusion in the year of ½ day.

14.63 Curriculum Committee Report

The Child Protection Report has been submitted and Mrs Morton was given a copy for Mrs Whinney, as Chair, to sign.

Action: Mrs Whinney

Mrs Fogg produced the template that had been chosen for the handwriting Excellence Awards. Mr Pett is to judge the entries and the presentations will take place in the last week of term.

14.64 Finance and General Purposes Committee Report

Mrs Moretto reported that finances were very tight and governors should consider marketing the school's needs and look for additional means of finance.

Mrs Moretto also confirmed that she had been going through the CCS contract with a view to cancelling it. However, she had discovered that there was a lot more to taking over the cleaning contract than was at first thought and more investigation was needed.

14.65 Personnel Committee Report

Mrs Fogg confirmed that the Employment Policy and Persistent Complaints and Harassment Policy had both been reviewed and adopted.

Staffing: Mrs Woodruff has resigned to take up a position nearer home. Mrs McRitchie-Pratt will work one day a week in Willow class to take over from Mrs Woodruff and PPA cover in Cedar class will be provided by Premier Sport.

14.66 Dates of next meetings

The dates of the meetings for the next school year had been circulated. Mrs Morton confirmed that she would be unable to clerk the first two full governors' meetings.

14.67 Resignation of Governors

Mr Petre confirmed that Mr Santus was tendering his resignation due to pressure of work and Dr Doyle tendered her resignation as she is moving away from the area. Mr Petre wished Dr Doyle well with her move and presented a leaving card signed by the governors.

The meeting closed at 8:53 pm with the Grace.

Signed:

Date: