

**HORFIELD CEVC PRIMARY SCHOOL**  
**FULL GOVERNORS MEETING MINUTES 143/16**  
**Thursday 22<sup>nd</sup> September 2016**

	Actions
<p><b>1. Welcome, Apologies and Prayer</b>  <u>Present:</u> Jenny Taylor, Karen Dunmall, Kate Loveridge, Yvette Kydd, Susan Merelie, Peter Smith, Jo Marsh, Peter Lyes, Liz Lewis, Sue Lloyd, James Volkk, Marc Tite, Paul Welch and Nikki Herberson.</p> <p><u>Apologies received and accepted</u> from Max Khanna.</p> <p>Meeting commenced at 19.02 without PL and PW who had forewarned they would be late due to work commitments.  No changes to pecuniary declarations.  Prayer from Kate. Welcome to new Governor, Marc Tite.</p> <p><b>2. Minutes of Last Meeting 142/15 – Actions and Matters Arising</b>  YK mentioned that she'd not sorted the Library rota yet as we were awaiting the Library furniture. Immediate attention must be given to the budget of chairs and a couple of tables. The new Fridge/freezer will be in place shortly now Vince is back.</p> <p>PW arrived at 7.10pm.</p> <p>Minutes then signed by KD.</p> <p><b>3. Future Committee Structure and Role of Chair</b>  Decided that the Chair should attend Finance and Standards Committee Meetings. KD to therefore relinquish her Child Protection role and her membership of the Pastoral Committee. SL will temporarily take on Child Protection. All other Committees to remain unchanged.</p> <p><b>4. Head's Report</b>  EPGaS = English, Punctuation and Grammar  Invaluable Inset Day training. Highlighted that some children come to us with really poor language skills. Lovely new artwork and new metaphor of seeds and a new life.</p> <p>PL arrived 7.27pm.</p> <p>The new student teacher in Year 6 is great. Two exclusions (rare) despite huge effort by staff and children as the child became more aggressive, very challenging and assaulted staff.</p> <p>Ofsted due and will talk to Governors. Clubs, extra curriculum continue to be highly inspirational. Very high behaviour expectations. Visitor feedback is good with compliments from other schools and parents. About to have Friendship Day – Governors invited – to recognise the different faiths and</p>	

<p>cultures within our school. SL mentioned the Lent assembly she attended where staff were buzzing with ideas afterwards. Closing the Gap still an ongoing challenge. Annual survey to parents to be done at Parents Evening again this year.</p> <p>Then looked at which Governors were the link for subject teachers:</p> <p>James = Maths  Max = English  Paul = Science  Jo = PE / Outdoor Learning / Health  Marc = IT / EYFS  Peter S = Music  Susan = Geography / H&amp;S / Eco  Peter L = MFL  Kate = PP / RE / Children in Care / SEN  Sue = British Values / History / Safeguarding (temporarily)</p> <p>All Governors to see their link teachers – can communicate through Nikki in the School office.</p> <p><b>5. Key areas of focus for the school this year. Strategic plan</b>  Disadvantaged pupils are a common theme this year. New times tables test will take place this year.</p> <p>All Governors are welcome to come in and see ReadingWise in action. Chat to their link teachers re PP.</p> <p>PW queried whether the changing demographics would affect funding. JT answered that lack of funding means we can stop a programme but cannot get rid of a person.</p> <p>Year 6 are well prepared for maths. Steve Beard ‘enrich’ website – stretches children in maths. Third year of pupil tracking.</p> <p>We are focused on becoming a Flagship School for the performing arts and hope to be nominated for Literary School of the year. We are expecting a SIAS Inspection in Term 5.</p> <p>It is the School’s 60<sup>th</sup> anniversary this year – still thinking of ideas to celebrate. How to incorporate the local community too? S.A. have commissioned a friendship bench designed by the children. SL previously created a Year Plan regarding Equality – SL to recreate a new one by the Jan 17 FGB.</p> <p><b>6. H&amp;S Audit &amp; Pupil Safety Survey</b>  Only outstanding is the Managing Sickness Policy which is waiting to be ratified. Unwieldy for JT to conduct Back to Work Interviews after very short periods of illness but this will take place for employees returning after longer absences.</p> <p>Lock-down drill needs to be done much earlier than the last week of July but not too early that it unsettles the new Reception children. Look at making the end signal louder as classes cannot hear the sound with the door closed.</p>	<p>Annual survey at Parents Evening (Nov?)</p> <p>All Governors to see their link teacher (and chat re: PP).</p> <p>Governors invited in to see ReadingWise.</p> <p>SL to create Equality Year Plan.</p> <p>Ratify policy - Nikki to get an electronic copy and circulate on Gov Hub. KD to sign off.</p> <p>Pastoral Committee to update the Pupil Safety Survey.</p>
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<p><b>7. Report back on Academy Meeting</b> An interesting meeting attended by JT and KD, talking about DBaT and what is gained by being in it. An Extraordinary Meeting is needed with John Swainston (approx. an hour). It would be ideal to have 100% attendance with the questions circulated beforehand if possible.</p> <p>KL left the meeting at 8.25pm.</p> <p>There is no penalty for not being within the DBaT. Gain more finance than with the LA – questioned this but not really answered. Only 2 ‘localish’ schools here with the idea of having 20 schools by 2018. Mostly primary schools in Swindon and Bristol. Main issue is governance if it’s a mix of Church of England schools and non. Issue is that only 1 Church of England representative may be on the higher level of Governance.</p> <p>The LA will have less power. Would we be isolated? PW questioned how JT felt who answered that we’ll never be left out as we can always be part of a DBaT. We are also benefitting from being part of our cluster school group.</p> <p>There has also been no evidence that it will improve Ofsted results, in fact there is some evidence that suggests it does not.</p> <p>To reiterate 10 out of 12 Governors (not including staff) need to agree on any Academy decisions made.</p> <p>SL left the meeting at 8.30pm.</p> <p><b>8. Ofsted Readiness</b> We are in a good place. There is a meeting with the School Improvement Officer shortly too. Karen will be attending the feedback with Wendy Ward.</p> <p><b>9. AOB</b> Permission granted for this year’s London and Fairthorne residential trips.</p> <p><b>10. Date of Next FGB Meeting – Thursday 26<sup>th</sup> January 2017</b></p> <p>The meeting concluded at 8.45pm.</p>	<p>JT &amp; KD to organise an Extraordinary Meeting with John Swainston and Governors. Nikki to assist JT find a gap in the diary.</p> <p>New Governors to catch up</p>
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