

HORFIELD CEVC PRIMARY SCHOOL
FULL GOVERNORS MEETING MINUTES 148/17
Thursday 25th January 2018

	Actions
<p>1. The meeting commenced at 7pm with a presentation from our new Assistant Deputy Head, Laurel Steel. Laurel gave a fab speech outlining all she has achieved and her plans for the future. All the staff are very supportive of her. She is also the KS2 Lead and is 1 of only 6 teachers writing the school music curriculum. Beating Oxford University Press to the Music Teacher Award.</p>	
<p>2. Welcome, Apologies and Prayer <u>All Present:</u> Jenny Taylor, Karen Dunmall, Oliver Gross, Ian Harvey, Yvette Kydd, Kate Loveridge, Peter Lyes, Jo Marsh, Peter Smith, Marc Tite, James Volk, Paul Welch, Karen White, Jo Willis and Nikki Herberson.</p> <p>No changes to pecuniary declarations. Prayer from Kate.</p>	
<p>3. Proposed new Co-opted Governor and Leavers Karen met the Governors and after discussion was voted on to the Governing Board by all members as the new Co-opted Governor to replace Susan Merelie, who retired in December, along with Sue Lloyd. We thank Sue and Susan for all their hard work and commitment over the years.</p> <p>Proposed that Karen consider taking on Susan's role of H&S and the Finance Committee.</p>	<p>KL to send KW the Skills Audit to complete.</p>
<p>4. SEND's Report We are slightly below the national average of children with SEND. Speech and language still at 40%. Focus is on in-class strategies and precision teaching across the school, supporting teachers to support the children in class. We achieve well in results still – well above the national average. Inference teaching is a great success for all children, but particularly SEN. The time-out space is to be redeveloped elsewhere now the old library is to be used for teaching training. KL was very pleased and said IH is doing a fantastic job.</p>	
<p>5. Minutes of last meeting 147/17 – Actions and Matters Arising KL and PS did the Head's Performance Review with KD overseeing.</p> <p>Tim Gregory was a big hit – thanks to JM.</p> <p>KD then signed the minutes.</p>	

6. Academisation / Developing CPD opportunities

All agreed to remove Academisation as a standing item and to review only when needed.

JV said staff had done a brilliant invite design which had now gone to Bristol Plays Music who are paying for the development of the Old Library into a professional meeting room. BPM will also part-fund any delegates from other Bristol schools and use this as a real model. Already got some people booked onto a course. The profit will pay the cover teacher and their planning time. In the future we will decide how to reinvest the profits. Agreed it should be kept as a separate account and maybe the teaching staff decide how it's reinvested. All said they've done a great job and worked fast!

Advertise to UWE students and other training facilities?

7. Head's Report

The school has lost its first Admissions appeal and Year 3 is now over numbers at 61. There has been one exclusion – today.

Mrs Peet is now going to support a local nursery with EYFS funding.

(AOB) The Bristol Festival of Children's Literature is going to be happening here at our school. Bath have one, but Bristol doesn't. Inviting authors and illustrators. JW mentioned she has an illustrator friend. Will have a ticketing system.

8. Data Protection Update

25th May. Chatted about what the school will need to do to comply with the new regulations. Need to update the D.P. Policy. Staff are having meetings/training on this. LEA to appoint a D.P. Officer.

9. Attendance Update

The school is now nearly 100% full with only a couple of spaces and no children planning on moving. Overall attendance is at 96% - consistently good and above the desired 95%. JT and NH have had meetings with parents and these have been extremely effective and successful.

10. Safeguarding

JW had a meeting with JT, Miss Kielczewski and Miss Fowler. Miss K has now had her training. Miss Fowler has a good relationship with parents – she even rings them early to get them out of bed and picks children up, etc! All staff are up to date with their training.

JW to communicate with illustrator friend and JT.

Update Data Protection Policy.

Governors to get on any Data Protection training.

JW – add linked policies, C in C.

11. Committee Reports

FPS meeting was abandoned as only PS and S Loffler. The next meeting will have a professional talking about LED lighting.

STDs talked about last year's data – all good so brilliant results.

Pastoral said the Staff Wellbeing Policy has now been uploaded onto Gov Hub so please read. After meeting with Mrs Pritchard all policies have now been put under sub-headings and onto Gov Hub. Committees need to review their list of policies when relevant at each of their committee meetings.

KD said we needed to find a new way to check all is ok with staff. JT and IH are going to a Wellbeing Conference soon and will feedback.

All read Staff Wellbeing Policy on Gov Hub.

Ensure each Committee checks their list of Policies at each & every meeting.

KD to look at new ways of checking staff wellbeing.

JT and IH to feedback on Wellbeing conference.

12. New quarterly Out-Turn signed.**13. AOB**

Governor vacancies – Nikki needs the skillset list to advertise for new LEA and Co-Opted Governors, as we will also need a Chair of Finance soon.

Parents Evening will have a questionnaire. KL to send round a tea rota.

Tuesday 13th March is Science Learning Walk.

Nikki to get skill set to advertise for LEA Governor.

14. Date of next meeting is Thursday 24th May 2018

The meeting concluded at 8.45pm.