

NEW OSCOTT PRIMARY SCHOOL

MINUTES OF GOVERNING BOARD MEETING HELD ON THURSDAY 16th NOVEMBER 2017

The meeting commenced at 7.05 pm

1.0	PRESENT - GOVERNORS		ACTION
	1.01	XX Parent – Premises Governor and CHAIR XX Head Teacher XX – Deputy Head XX Parent, Safeguarding Governor XX – Co-Opted Finance Governor XX – Associate Governor XX – Staff Governor XX – Co-opted Governor – Early Years XX, Vice Chair	
2.0	ABSENT WITH APOLOGIES		
	2.01	XX – Local Authority Governor XX – Parent, SEN Governor XX – Associate Governor XX – Associate Governor XX – School Business Manager XX – Clerk	
3.0	ABSENT WITHOUT APOLOGIES		
	3.01	XX – Associate Member, Data Governor	
4.0	IN ATTENDANCE – NON GOVERNORS		
	4.01		
5.0	PECUNIARY INTERESTS		
	8.01	XX/XX	
6.0	MATTER ARISING FROM PREVIOUS MINUTES		
	6.01	XX: Spotlight 1 family but XX will not do anything until new policy has been agreed which will be January 2018. This is an on-going process.	XX
	6.02	Head Teacher meeting was held with only 3 primary heads invited so it was mainly driven by secondary schools.	
	6.03	Test of system: no date arranged yet.	
	6.04	LA are only offering dual funding, XX to speak to LA about legal obligation of the company that installed the boilers.	XX
	6.05	Mr T came out regarding canopy and another drawing will be done.	XX
	6.06	XX still to contact a garden centre.	XX
	6.07	XX: photos on website; comment at next GB meeting.	XX
	6.08	XX: Funding for PP: LAC child has started. XX handed out results of KS2 PP to the GB. On going	XX
	6.09	XX: Touching base with the students constantly informally with no issues so far.	XX
	10.01	XX to email report out to GB	XX
	11.01	XX had written to XX to award incremental rise. XX has since declined this. Reasons shared with XX.	

		XX to mail XX with SMT details	XX
7.0	MINUTES OF LAST MEETING AGREED		
	7.01	Proposed XX, Secoded XX	
8.0	Governor code of conduct		
	8.01	The BCC governor code of conduct was presented to the board for approval.	
	8.02	XX suggested the chair should sign this and return it to the LA but we should all sign an additional sheet attached to the copy in school accepting the code of conduct.	XX
	8.03	XX said that we should make sure that we review the code regularly to make sure that we are adhering to it.	
9.0	HEAD TEACHERS report		
	9.01	Issue with BSS (caretaker) will need to be addressed if he does not come back when his doctors note expires on 10 th December as the halls will need to be prepared the Christmas concerts etc and staff will not be able to put out all the equipment due to the time it takes. XX asked if it is something that we can ask parents to help out with, LD, MH and XX offered to help on a Friday if needed. XX to report back when the situation is clearer.	XX
	9.02	An additional student has been admitted to year 3 to take the number up to 92, this was because a family had moved into the area and also have children in years 1 and 5, and this was agreed with the chair and LA admissions.	
	9.03	There have been 4 fixed term exclusions issued with one incident involving 3 of them, this raised issues of children being on school premises before 8.45. AW is speaking to the LA legal team to decide on the best way forward regarding this issue. The school should not be in control of the pupils until they enter the building, they should be the responsibility of the parents. We have make it clear in a policy what arrangements should be in place.	XX
	9.04	With regards the fixed term exclusions we should write a code of conduct for parents to agree to and be more specific on some areas with fixed term exclusions. XX to call the LA exclusions team for advice.	XX
	9.05	Talks continued and it was agreed that we should review the behaviour policy at the next meeting.	XX
	9.06	XXasked how many people we should have that have completed the full first aid at work course rather than those with paediatric first aid. XXto look in to how many we should have legally.	XX
	9.07	Following the tragic incident that took place on 31 st October we are looking into doing some fundraising and purchasing a defibrillator. XX to obtain quotes.	XX
	9.08	The learning review was held on Tuesday 14 th November with a positive day and some good things to feed into the SIP.	
	9.09	XX attended a MAT meeting with the other schools with various outcomes being discussed. It was suggested that Browne Jacobson could be the legal representatives for the transition into a MAT.	
	9.10	XX informed the board that the new inspection dashboard was available from Wednesday 15 th November. XX and XXto attend ASP training on 27 th November	

10.0	Finance committee update		
	10.01	XX had provided a 5-year forecast but as XX was ill it was difficult to details as only XX would have the answers.	
	10.02	XX is looking into grants for the school but he asked all governors to keep a look out and suggest any ideas to the finance committee.	
11.0	MAT UPDATE		
	11.01	This was covered in the HT report.	
12.0	FAIR ACCESS POLICY		
	12.01	The LA fair access policy was signed by both XX and XX.	
13.0	AOB		
	14.01	XX: Dolce will start on 1 st January to provide school meals and computer points have been installed, TUPE meetings are still going ahead.	
	14.02	Parent pay has now been signed up to and this allow parents to pay for things online in future.	
	14.03	XX requested an additional day closure of Nursery on 16.2.18 to enable staff to empty the Nursery of all furniture and resources and for new furniture to be installed ahead of the half term break. This cannot happen with children in the Nursery and unable to accommodate elsewhere. XX asked about the loss of EEE funding. XX to ask XX to look into this but GB agreed the closure could go ahead. Some governors offered to help move furniture etc.	XX

Meeting ended at 8.27 p.m.

Date of next meeting: 7.12.17 at 4pm