

P R E S E N T:-

Mrs C Garside (in the Chair)
Mrs D Taylor-Curry (Headteacher)

Mr C Bealey, Mrs E Garcia, Mrs J Leonard, Mrs M Pearson, Mrs A Ross

Mrs J Blythe, Mrs Braithwaite-Hall, Mr D Coe, Mr H Davis, Mrs R Earnshaw,
Mrs A Hastie, Mrs G Wright

Also in Attendance: Ms N Collier and Mrs K Douglas - School Business Managers
Mr J Tanikal (Observer)

Clerk to the Governing Body – Mrs L Spruce-Wan

Prior to the joint Governing Body meeting Sutton upon Derwent C.E Primary School governors held their confidential Part B discussion.

317 **APOLOGIES**

Apologies for absence were received from Mrs Baines and Mrs Fenton.

318 **CONSENT FOR ABSENCE**

RESOLVED: that consent be given to Mrs Baines and Mrs Fenton for their absence from this meeting.

319 **DECLARATION OF INTERESTS**

RESOLVED: that no declarations of interest were made.

320 **CONFIRMATION OF ITEMS TO BE RAISED UNDER ANY OTHER URGENT BUSINESS**

RESOLVED: that the Health and Safety Audit and Policies be raised as any other business.

321 **MEMBERSHIP**

Governors discussed membership focussing on Authority Governors. The Headteacher advised that she would contact the local Parish Council to promote governors.

Bugthorpe C.E V.C Primary School

Mrs Leonard believed that her appointment as a Foundation Governor had continued. The Clerk advised that she would contact the Diocese to enquire.

RESOLVED: a) that Mrs Leonard's term of office as a Foundation Governor ended on 21 January 2018;

- b) that the Clerk contact the Diocese regarding the appointment of Mrs Leonard as a Foundation Governor;
- c) that the appointment of Mr Bealey as a Staff Governor be noted.

Sutton upon Derwent C.E Primary School

- RESOLVED:
- a) that the appointment of Mr Davis as a Parent Governor be noted;
 - b) that the appointment of Zoe Jones as a Staff Governor be noted;
 - c) that the resignation of Mrs Blythe be noted.

322 **ELECTION OF CHAIR**

Bugthorpe C.E V.C Primary School

- RESOLVED:
- a) that the term of office for the Chair be until the first meeting in the Autumn term of 2018;
 - b) that Mrs Garside be elected Chair.

Mrs Spruce-Wan (in the Chair)

Sutton upon Derwent C.E Primary School

Mrs Blythe informed governors of her resignation from the governing body. The Headteacher and governors expressed their thanks for her hard work over the past six years.

- RESOLVED:
- a) that the term of office for the Chair be until the first meeting in the Summer term of 2022;
 - b) that Mr Coe be elected Chair.

Mrs Spruce-Wan (in the Chair)

NOTE: Mrs Blythe left the meeting at this point.

323 **ELECTION OF VICE-CHAIR**

Sutton upon Derwent C.E Primary School

- RESOLVED:
- a) that the term of office for the Vice-Chair be until the first meeting in the Summer term of 2022;
 - b) that Mr Davis be elected Vice-Chair.

ELECTION OF GOVERNORS WITH SPECIAL RESPONSIBILITIESBugthorpe C.E V.C Primary School

- RESOLVED: a) that Mrs Garside be elected Special Educational Needs Governor;
- b) that Mrs Ross be elected Health and Safety Governor.

Sutton upon Derwent C.E Primary School

- RESOLVED: a) that Mrs Braithwaite-Hall be elected Sports Governor;
- b) that Mr Coe be elected Health and Safety Governor and Maths Governor;
- c) that Mr Davis be elected English Governor and IT Governor;
- d) that Mrs Hastie be elected Data Protection Governor;
- e) that Mrs Jones be elected E-Safety Governor;
- e) that Mrs Wright be elected Reading Governor.

325 **MINUTES**

- RESOLVED: that the minutes of the meeting held on 16 November 2017 be confirmed and signed by the Chair.

326 **MATTERS ARISING FROM THE MINUTES**Revision of Committees and Delegation of Financial Responsibilities (Minute 295)

The Chair of Bugthorpe C.E V.C Primary School advised that the membership of the General Purposes Committee included all governors.

327 **REPORT OF THE HEADTEACHER**

The report of the Headteacher was considered and the following issues highlighted:

a) Attendance

The Headteacher advised that attendance continued to be a concern across the schools and advised that the Education Welfare Officer had been utilised. She reported that some fines had been issued but had not received any official details regarding the numbers issued.

b) Marketing Plan

Governors received an update regarding the Marketing Plan and the Headteacher hoped that this would increase numbers by bringing additional families into the school. The Headteacher continued that pupils had been encouraged to be involved in the Marketing Plan and had pupils had written articles for local newspapers. In addition, governors were advised that the new website format was due to be appraised over the next week.

c) Progress and Attainment

The Headteacher discussed moderation at the schools and noted that progress meetings had been held at Bugthorpe C.E V.C Primary School and were due imminently at Sutton upon Derwent C.E Primary School. Governors were informed that the moderation of the Spring Term results was to be completed on 16 April 2018 with Educater and confirmed that the data produced would be circulated to governors.

d) Special Educational Needs and Disabilities

The Headteacher advised that the Special Educational Needs Disabilities procedures were under review and were being updated.

- RESOLVED: a) that the report be received;
- b) that the Headteacher circulate moderation data to all governors following the moderation.

328 **SCHOOL DEVELOPMENT PLAN 2017/2018**

Governors were provided with the joint School Development Plan. The Headteacher advised that this had been discussed in detail at the Curriculum Committee meeting and noted that it had been Red, Amber and Green rated.

RESOLVED: that the school development plan be received.

329 **SAFEGUARDING REPORT AND ERSCB SAFEGUARDING SELF ASSESSMENT**

RESOLVED: that the ERSCB Safeguarding Self-Assessment be approved for submission to the Local Authority.

330 **GIFTS AND HOSPITALITY POLICY AND PROCEDURE**

- RESOLVED: a) that the Gifts and Hospitality Policy be approved and adopted;
- b) that the Headteacher notify staff of the adoption of this Policy and Procedure.

331 **CORPORATE HEALTH AND SAFETY POLICY**

Governors asked whether each school had a Wellbeing Policy. The Headteacher advised that this had been identified as an element of the Health and Safety action plan.

- RESOLVED: a) that the Corporate Health and Safety Policy be approved and adopted;
- b) that the Headteacher notify staff of the adoption of this policy.

332 **GOVERNOR VISITS**

Mrs Leonard advised governors that she had visited the school and met with Miss Hill to observe literacy.

Mrs Garside advised that she had visited the school and met with Miss Young regarding Focus Maths. She commented how all pupils were very involved and explained how it had created independent learners. She also highlighted how Focus Maths fed into Educater and noted how efficiently interventions could be identified.

333 **GOVERNOR TRAINING AND DEVELOPMENT**

The Headteacher advised that Mrs Ross and herself would undertake Safeguarding training.

Mr Coe advised that he would meet with Jamie O'Brien, Improvement Adviser, and Helen Wren from the Diocese regarding Continuing Professional Development.

Mrs Hastie expressed an interest in attending Special Educational Needs and Disability course on 24 April 2018.

RESOLVED: a) that the availability of CPD opportunities on www.eridingcpd.net be noted;

b) that the CPD prospectus be received.

334 **HEALTH AND SAFETY AUDIT AND POLICIES**

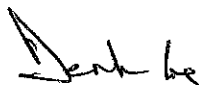
The Headteacher advised that the Health and Safety Audit had been completed and had resulted in the creation of an action plan. She commented that the Health and Safety Policies for each school had been updated and requested approval.

RESOLVED: that the Health and Safety Policy for each school be approved.

335 **NEXT MEETING**

RESOLVED: that the next meeting be held on Tuesday 19 June 2018 at 6.15 pm at Sutton upon Derwent C.E Primary School.

Note: Governors of Bugthorpe C.E V.C Primary School left the meeting at this point.



Chair's Signature – 19 June 2018

