



**Iron Acton C of E VC Primary School**  
**Full Governing Body Meeting Monday 12<sup>th</sup> March 2018 7.00pm**  
**School Hall**

**Minutes**

Mike Riches – Head	Ellie Blanch – Chair	Sandra Sparkes
Amy Lyall	Rob Taylor – Vice chair	Carol Budd - apologies
Di Pardoe	Adam Dinham	Pete Foote
Ben Clarke	Ann Mora	Helen Parry – Minutes

Agenda item	Details	Action point
<b>1 &amp; 2</b>	<p><b>Welcome &amp; Apologies</b> Apologies from Carol were accepted.</p> <p><b>Pecuniary interests and business interests</b> No further pecuniary or business interests were declared in this agenda.</p>	
<b>3</b>	<p><b>Minutes of the previous meeting</b> <b>29<sup>th</sup> January 2018</b></p> <p>Sims Agora options not available for meal selection. KSCIE – please all read and declare you have read and comment on Basecamp. Safeguarding will be added to class contracts in September. Prospectus is in the process of being redesigned. Cleaning – Integra providing a good service.</p> <p>These were signed as a true record of the meeting.</p>	<b>ALL</b>
<b>4</b>	<p><b>Head teacher’s report</b></p> <p><b>Governors questions</b> <b>Was the whole of the inset day spent on the gymnastics scheme if work?</b></p> <p>Yes it was for the whole day.</p> <p><b>How will this benefit the children/ staff/budget? Was Mr Griggs there?</b></p> <p>The day was very valuable, we have a clear structure in place for gymnastics and it was attended by Mr Griggs.</p> <p><b>Have any of the twilight sessions been held? When, topics covered?</b></p> <p>One session has been held with DP and one is next week in maths, greater depth criteria. There is a third session planned around curriculum development.</p> <p><b>Music hub - are there any other sessions planned.</b></p> <p>We are having singing at present and we have requested ukulele but did not get this therefore AL will have none-contact time to find some alternatives.</p>	



	<p><b>How are the new clubs going? Especially mindfulness.</b></p> <p>All successful, 74% children do at least 1 club, PP 75% take up</p> <p>Mindfulness – there are 12 in the group with a good mix of boys and girls.</p> <p><b>How are we monitoring each pupil’s mental wellbeing and is this something we could/should evidence?</b></p> <p>It is not specifically monitored, but jigsaw is good and a health survey has been done. Senco is good at mental health promotion. Also ‘mind you’ a new resource – will be in the newsletter this week.</p> <p><b>Are there any further liaisons planned with St Barnabas school?</b></p> <p>We would like this to be the start of the link and would like to continue this but no dates have been set yet.</p> <p><b>Is there any Feedback from the English pupil conferencing?</b></p> <p>The children enjoy talk for writing as this helps them to remember the stories. Shared writing is in the next phase, which can be challenging but will develop this in the school. Children enjoy editing and developing the stories.</p> <p>Spelling – children are reporting this is getting better.</p> <p><b>Any comments about children getting greater depth?</b></p> <p>We are targeting them and using magpie bookmarks. Toolkits - extra criteria is being worked upon and becoming more embedded.</p>	
<p><b>5</b></p>	<p><b>SIA report 5<sup>th</sup> February</b></p> <p>The feedback was positive but it was reported that she didn’t see any outstanding teaching. Issues Raised around early years and Reception year 1 mix which will may well resolve this year. Support has been requested from the LAs Early Years team.</p> <p>No further questions raised.</p>	
<p><b>6</b></p>	<p><b>Preparation for Ofsted questions</b></p> <p>Questions and information placed on basecamp to provide a reference with links to evidence.</p> <p>Governors chose a couple of questions to work through.</p> <p>Governors discussed what issues does the school faces.</p> <p>Mixed classes present a challenge in key stages and mixed year groups.</p> <p>Middle attainers spelling- not keeping attainment going and now use no nonsense spelling. Place on basecamp and add links of evidence.</p>	<p><b>BC</b></p>



	<p>Small cohorts do distort the percentages.</p> <p>Fairer funding will affect schools in South Glos.</p> <p><b>How well do we know the school?.</b></p> <p>Extremely well – All governors come to school regularly, monitoring is robust and we have triangulation of evidence. All aspects of the school are monitored. The governor meetings are regularly well attended.</p> <p>The Chair of Governors attends SIA meetings.</p> <p>The Head teacher and teachers are open and accepting to questions.</p> <p>The Health and Safety walk has enabled us to know the school well.</p>	
<p><b>7</b></p>	<p><b>SEF Update – Teaching, learning and Assessment</b></p> <p><b>Governors questions</b></p> <p>The SEF looks incredibly positive.</p> <p><b>Is it just the quality of teaching that is preventing us from being outstanding?</b></p> <p>We have a new team this year and having evidence gathered over time. Progress over time data is not available as yet.</p> <p>Outcomes for pupils – more children at greater depth for us to be outstanding.</p> <p><b>What can governors do to assist in improving judgment?</b></p> <p>Support you have given has supported the embedding of the new curriculum.</p>	
<p><b>8</b></p>	<p><b>Safeguarding report</b></p> <p>Staff survey has been sent out and will be analysed.</p> <p>HP to send out to governors as well.</p>	<p><b>HP</b></p>
<p><b>9</b></p>	<p><b>Governor aims and tasks</b></p> <p>From the SDP for us to do – we are progressing well on this. Look at specific roles more robust for individuals.</p> <p>Ethos committee, this needs to be looked at the purpose of this and re visit term 5.</p> <p>The chairs of committees; need a schedule for the year and structure for individual Governors</p> <p>Streamline the communications between the committees and feedback to FGB. Standardise minutes at committee level. Governors debated the structure of committees and governors and planning.</p>	



<p><b>10</b></p>	<p><b>SFVS</b></p> <p>This has been completed and placed on basecamp, governors debated. Point 1 experience of resources committee – HP to add recent training. SFVS training - SS Effective governance - RT &amp; DP</p> <p>Point 9 differentiate between pay panel and PM panel are different.</p> <p>Changes to be made and HP to get ready for EB to sign this week.</p>	<p><b>HP</b></p>
<p><b>11</b></p>	<p><b>School Boundary</b></p> <p>The Children have reported that they feel safe in the school.</p> <p>The School is exposed for people to enter the premises. Governors debated what are we protecting against ?</p> <p>No monitored entry through the gates. We could potentially block off the front of the school but there would still be areas of access around the field. We have a responsibility to assess the risks.</p> <p>H&amp;S inspector visit next week and we will ask their opinion on boundary.</p> <p>Investigate a higher gate which could be locked during the day.</p>	<p><b>MR</b></p> <p><b>MR</b></p>
<p><b>12</b></p>	<p><b>Policies to be Ratified</b></p> <p>E Safety - move to May agenda. Ben, Adam and Mike to review</p> <p>Assessment – ratified.</p> <p>Disciplinary – ratified adopt model policy.</p> <p><b>Polices ratified for information only</b></p> <p>EYFS and Attendance</p> <p>Admin handbook updated March 2018 – needs a new update for March 2019 to be ready for next year SFVS.</p>	<p><b>HP</b></p> <p><b>HP</b></p>
<p><b>13</b></p>	<p><b>Reports from committees and link governors</b></p> <p><b>Resources</b></p> <p>We have looked at investing in toilets and the quotes are around £20,000 this will be updated. A Pupil Premium manual is being created. Breakfast club update, this has broken even in Jan2018 for the first time in 18 months.</p> <p>GDPR – we have purchased the Integra service as a Data Protection Officer £999 per year for 3 years. Effects schools and all organisations. Resources/ MR to keep governors informed as to any changes that need to be made to current practice. JH and MR reviewed all Integra services to see if we need all services, costs will rise £440 this year. There are no services that we wish to reduce at this moment,</p>	<p><b>HP</b></p>



	<p>however as contract coming to an end they are being reviewed and alternative quotes sought.</p> <p>GDPR - Add to next agenda</p> <p><b>Standards</b></p> <p>SIA report see the previous detail, Pupil Premium document to include attendance, pupil data and how they thrive. All pupils are making at least expected progress; attendance is good for all pupils. Interventions were monitored with positive results. Priority spending discussed for the next year. Discussed school having a specialism and outdoor learning would be a focus and marketed upon this.</p> <p><b>Ethos</b> – no meeting</p>	
<b>14</b>	<p><b>Governor training</b></p> <p>Governors are disappointed in range of courses offered by Governor Services. DP attended SEND consultation meeting strategy for 0-25 year olds.</p> <p>AD is studying the certificate in church school governance – really good for Ethos.</p>	
<b>15</b>	<p><b>Headlines and progress</b></p> <p>SFVS agreed</p> <p>Governor objectives agreed – chairs of each committees to draft.</p>	
<b>16</b>	<p><b>AOB before the meeting</b></p> <p>Alliances – Nothing to report at present and this will be discussed at HT meeting. EB met with North Road Chair of Governors to discuss and to begin forming a relationship so that the governing bodies of the schools in our alliance can also work together.</p> <p>Grants Can governors approach grant providers on behalf of the school. Governors agreed initial contact can be made and then refer to Mike if further information required.</p> <p>Facebook page – could we add the debate to September 2018</p>	

**Meeting close at 21.10**