



Iron Acton C of E VC Primary School  
Full Governing Body Meeting Monday 8<sup>th</sup> October 2018 7.00pm - School Hall

**Minutes**

Mike Riches – Head	Ellie Blanch – Chair	Sandra Sparkes
Amy Lyall	Rob Taylor – Vice chair	Pete Foote
Di Pardoe	Adam Dinham	Jo Strange (new FG)
Ben Clarke	Ann Mora	Helen Parry – Minutes

Agenda item	Details	Action Point
1	Welcome to Mrs Strange new Foundation governor and Mike Bendry Chair of Governors from Hawkesbury visiting. Apologies - none required, meeting is quorate.	
2	All governors have now completed the annual declaration of Pecuniary and business interests. No further pecuniary or business interests were declared in this agenda.	
3	Minutes of the previous meeting 9 <sup>th</sup> July 2018.  All actions were confirmed as complete.  There were agreed as a true record of the meeting and signed by the Chair.	
4	<p>Head teacher's report</p> <p>The Head Teachers report was published to governors in advance and listed are the questions raised.</p> <p><b>In the staffing section you have put yourself as deputy safeguarding Lead, please confirm who is the Designated safeguarding Lead and who/how is this covered if neither of you are in school.</b></p> <p>Sarah is designated lead. Sue Anstey also has the knowledge/training.</p> <p>In the event of neither the Head Teacher or Assistant Head Teacher being at school, all staff know what to do and can always contact Them. The Head Teacher will always come back if the case is appropriate.</p> <p><b>How much Elsa training is there for Bev to attend and when can she start using her new skills and how may children have been identified as currently in need of this support? How does this relate to PHSE/wellbeing club/ possible reflection area?</b></p> <p>Training has started and the first 2 out of 5 sessions completed, these skills can be used as soon as the training ends.</p> <p>This also builds upon what pupils will learn in PSHE and also outdoor learning to benefit the pupil's wellbeing.</p> <p><b>Governors asked for confirmation on clubs for t1 &amp;2</b></p> <p>Choir and recorders will start in term 2.</p>	



	<p><b>Attendance figures could we compare with Hawkesbury? How do we generally compare?</b></p> <p>The LA sends us termly reports which shows us all schools and is broken down into All Pupils, SEND and FSM. We are good and in the upper end of the table for attendance. Hawkesbury attendance is slightly better but similar. MR to post latest tables on basecamp Our target is 97% set in July.</p>	MR
5	<p>SDP Key points from this years SDP;</p> <ul style="list-style-type: none"> <li>• Improve teaching and leadership through collaboration.</li> <li>• Develop an inspiring and engaging curriculum.</li> <li>• Inset next Friday is focused on music and languages.</li> <li>• Curriculum to be tailored to future class structure.</li> <li>• Maths following SIA explaining that South Glos want a strong focus on maths in all schools.</li> <li>• Achieving more greater depth in maths.</li> </ul> <p>Governors have input into this SDP and all governors agreed unanimously to this plan.</p>	
6	<p>Committee structure and composition</p> <p>Steering group is 2 governors from each school and the Head teacher</p> <p>DP to join the Pay panel along with RT and BC – In future this will be agree at FGB in July – place on July 2019 agenda.</p> <p>Governor Monitoring roles are linked to SDP areas- all on basecamp PSHE and MFL – J S.</p> <p>New Governor monitoring schedule now on basecamp.</p> <p>Governor training - Governors to keep reading Thursday email from governor services and attend applicable training. SS – SFVS LA briefing EB AD health and wellbeing in schools JS health and wellbeing.</p>	HP
7	<p>Feedback on Committees, Governors monitoring/training/achievement</p> <p><b>Resources</b> Classroom from September 2019 update. Teachers pay and conditions see AOB. Integra 3 year price freeze has been agreed to.</p> <p><b>Standards</b> SDP updates for this year. Dashboard figures analysed and embedded in the SDP.</p> <p><b>Ethos</b> - will be at the Staff meeting this Thursday .</p> <p>Monitoring updates Pupil conferencing – DP</p>	



	<p>The governor monitoring schedule was agreed.</p> <p>NB Committee's minutes to go on basecamp in advance.</p>	
8	<p>Governors new code of conduct for 2018</p> <p>Governors to read and state their agreement to the new code of conduct on basecamp.</p>	ALL
9	<p>Steering group feedback- Standing Item Incl.</p> <p>Five members agreed to meet each term and two governors from each school with Mike including chairs.</p> <p>Positive report about the start to the year, joint year 5/6 camp, joint staff meetings have been positive and HT pay scale agreed. TOR's agreed</p> <p><b>How do we know if the partnership is working?</b> Pupils, staff and parents will feedback on the partnership.</p> <p><b>How will this look ?</b> Parent survey at parents evening, staff meetings and Pupil conferencing.</p> <p>Agenda standing item on what goes well/not so well. 20<sup>th</sup> November 1.30 and 6 pm open event at Hawkesbury – all welcome. Next meeting end of November.</p> <p>Alliance HT salary range and point</p> <p>The salary for the executive head has been agreed by all governors within the range.L15 – L21 point L17 is to be the starting point.</p> <p>Staff have expressed that they are enjoying and learning from the partnership.</p>	
10	<p>Academies annual discussion</p> <p>No requirement for us to discuss this at the point of our new partnership. Place on next year's Term 1 agenda.</p>	HP
11	<p>Skills audit and succession Planning</p> <p>Governors completed the audit. Outstanding skills audits to be completed and returned to EB asap.</p> <p>This a useful exercise to ensure we can find the correct areas of weakness for future governors to fill when governors leave. We have no concerns in the current skill set.</p> <p>Possibly finance as an area of development for the future succession.</p>	
12	<p>Policies all Ratified by Governors</p> <p>E Safety – remove governors email from policy, if we use facebook then guidelines will be followed. – HP ratified. Complaints – LA policy Equalities – AD and MR have updated CP – New policy – December agenda</p>	HP  HP



	<p><i>For information only</i> Feedback agreed at committee</p>	
13	<p>Safeguarding</p> <p>Online safety needs a process of monitoring.</p> <p>Prevent training was cancelled.</p> <p>ART agreed to come and have a look around the school at safeguarding.</p> <p>Annual review in term 2. Safeguarding concerns form from Hawkesbury to be introduced at Iron Acton.</p> <p>Section128 checks have been completed for all governors – nothing to report.</p> <p>Safeguarding leaflet at school could be useful for parents and children.</p> <p>KSCIE Sep 2018 updates all read by governors.</p>	<p>MR</p> <p>AD</p>
14	<p>Approve Year 5 6 camp 2019</p> <p>MR has proposed that school camp this year will be at Morfa Bay 24<sup>th</sup> – 28<sup>th</sup> June 2019 with Hawkesbury school.</p> <p>Parent governors shared the concerns with this change as it will be nearly twice the price of previous camps. Discussion around why the change and what the benefits will be for the children.</p> <p>Morfa bay will visit the school in October for parent’s presentation. Payment date to be extended after the presentation.</p> <p>Governors agreed to the camp unanimously.</p>	HP
15	<p>Facebook page</p> <p>It was agreed that we do not need a facebook page right now and we will discuss when the subject rises again.</p>	
16	<p>GDPR</p> <p>MR attended the recent training Sharing information between the two schools to gain uniformity.</p>	
17	<p>Action Plan/ Governor Aims</p> <p>New ‘Governor’s action plan for 2018’ was introduced. Now on basecamp. Each governor to add an action or two.</p> <p>Suggested aim: Succession planning needs to be considered as a few governors are approaching the end of the terms. RT Working on this. Standing item on FGB agenda - HP</p>	<p>ALL</p> <p>HP</p>
18	<p>Impact/headlines statement</p> <p><b>SDP agreed</b> <b>Partnership feedback positive</b> <b>Satisfied with skills audit right people around the table</b> <b>Safeguarding checks/updates in place.</b></p>	



19	<p data-bbox="284 262 341 288">AOB</p> <p data-bbox="284 318 884 344"><b>Schools Funding Arrangements for 2019/20</b></p> <p data-bbox="284 376 1050 434">South Glos LA were overspent last year and to plug this deficit Option 1,2 or 3 deficits costs to our school.</p> <ul data-bbox="331 465 488 551" style="list-style-type: none"><li>1- -£4600</li><li>2- -£4578</li><li>3- -£4596</li></ul> <p data-bbox="284 580 1129 667">The preference for the LA is option 1; For our school there is a small difference between any of the options. Complete the forms for option 1 and agreed to by governors.</p> <p data-bbox="284 696 986 723"><b>Teachers Salary's 2018/2019 annual rise proposals</b></p> <p data-bbox="284 725 1273 837">Governors need to decide if the school will implement the government's proposal for an increase for teachers pay as follows; MAIN pay scale 3.5% UPS 2 %</p> <p data-bbox="284 857 1066 916">Leadership 1.5% The school pays the first 1% and the government pays the rest.</p> <p data-bbox="284 945 801 972">MR and AL left the room whilst discussed.</p> <p data-bbox="284 1001 708 1028">Agreed by governors to the above.</p>	MR

Meeting closed at 21.06