



**Iron Acton C of E VC Primary School**  
**Full Governing Body Meeting Monday 9<sup>th</sup> October 2017 7pm**  
**School Hall**  
**MINUTES**

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

Agenda items	Details	Action point
1 & 2	<p>Welcome &amp; no apologies required.</p> <p>Annual declaration of Pecuniary interests were signed and no further interests declared in this agenda.</p> <p>Governors discussed Adam Derham for LA vacancy. Unanimously voted to appoint him.</p> <p>Governors discussed Peter Foote compliance officer. Unanimously voted to appoint him.</p> <p><b>Governors discussed the balance of parents, and decided that the skills presented were of use unanimously. Governors to monitor and challenge the governors so there was not an in balance of parents interest.</b></p>	
3	<p>Minutes of the previous meeting 11th July 2017.</p> <p>To be re circulated and add to the next agenda following amendments.</p> <p>Actions from EGB June 29<sup>th</sup> 2017.            Feedback questionnaire – MR to action.            Feedback on cluster group – see Head Teachers report.            Rob to check insurance details and update lettings policy.</p> <p>Set date for next futures meeting. It was agreed to place on hold until further developments.</p>	<p>HP</p> <p>MR</p>
4	<p>Academies</p> <p>Annual discussion and decision as to should Iron Acton take this route.</p> <p>It was agreed to stay as we are now and discuss when appropriate.</p>	
5	<p>Head teacher’s report</p> <p>The report was circulated prior to the meeting and governors submitted the following questions.</p>	



**Do we consider ourselves full now or would we still take children in years 5&6?**

We cannot actually say no for year 5 &6 but would not be ideal.

**Have we encountered any logistical /practical limitations with this number of children?**

Hall space Is quite full at lunch time and this will be looked at.

See further confidential minutes.

**Did there used to be 3 send children in yr 6?**

One child removed from the list as did not meet the thresholds.

**Do any of the send children attract any more money?**

No they do not meet the funding criteria

**How are we catering for their needs?**

Through differentiated class teaching, and interventions for pupils.

**Has our new Senco identified any further need or suggested any alternative interventions?**

She has met with some parents and staff and is setting systems in place.

**Staff questionnaire is very positive. Do we need to consider why staff are not quite so positive about their cpd?**

MR to talk with staff and listen to where they would like further CPD.

**School partnerships, it will be interesting to hear how our school compares to the others when you do the learning walks.**

Please can Governors have feedback  
Alliance between the schools has been formulated, working with Rangeworthy North Rd and Welsley – beginning with learning walks.

**Is there an exceptional schools for Maths ?**

All alliance schools are doing well.

**What is being put in place as a result of your visit to Brimsham?**

Visits to Brimsham to see what happens next and how they could improve. Interesting visit and may offer further opportunities but nothing for us at moment.

MR



	<p><b>Following committee discussions on the staffing in Eagles and the potential for increasing staffing hours in class three.</b> Following governor challenge in standards and agreement to funding in resources there will be additional Teaching for English for year 6 by SB, CD to work and extra morning to cover Eagles class.</p> <p><b>Also you mentioned a visit to Brimsham Green. Could you elaborate on what in practical terms this will bring back to learning at iron Acton particularly in terms of level of challenge?</b></p> <p>See above</p>	
6	<p>SEF- section on personal development, behaviour and wellbeing</p> <p>MR shared the Schools Self evaluation Form (SEF) that the staff worked on and agreed at the September inset day, prior to the meeting. Governors submitted the following questions/ challenges/ comments.</p> <p><b>What is preventing us from being outstanding in this area and what is in place to get there?</b></p> <p>Staff felt most areas were outstanding, we feel we are closer to this.</p> <p>DP – indicators are that we are near, exceptional attitudes towards learning. Consistently positive but are we sure every child all the time. We are not quite there with this. What does becoming better learners about – suggest an extra meeting and include basecamp on this.</p> <p>New children’s attitude and enjoyment of learning was not the same of current children initially.</p> <p>Governors felt that the format of the SEF easier to process.</p> <p><b>Is there anything the governing body can do to assist with this?</b></p> <p>Staff group working on SEF and evidencing and agreed as a whole school.</p>	
7	<p>Skills Audit - review and identify skill gaps and areas for Governor development and training.</p> <p>EB presented analysis of skills and we have a wide range, covering all areas although there are a few areas that are less strong than others. We will use this to drive our decisions for training and governor development.</p> <p>It was discussed that if governors feel we do not have the data we need to analyse things fully we need to ask. Rob as Governor development will discuss in depth with Ellie.</p>	



8	<p>Committee structures including Pay panel</p> <p>HT PM - Chair, Foundation Governor and other. Check with governors/diocese.</p> <p>Pay panel – Rob, Ben and Carol to join.</p> <p>New Monitoring Roles and Guidelines All agreed by governors.</p> <p>Monitoring plan –Governor roles are SDP specific and not subjects. Subject monitoring of those that are priorities in the SDP (School development plan) will remain.</p>	HP
9	<p>SDP (School development plan)- Review and discussion proposed school development plan for 2017/18</p> <p><b>Governors really pleased with the outdoor learning section. Who are we paying £250 to for pond dipping and growing sessions and what are we getting for this (time/ resources)? What is the impact and how is it monitored?</b></p> <p>Parent does the maintenance for free, £40 for an afternoon of pond dipping and additional resources with a supplier.</p> <p>EB to monitor outdoor learning.</p> <p><b>School dinners monitoring.</b></p> <p>Schools meals will be monitored at other schools and feedback MR. JH has approached other suppliers for costs. MR to put some points together and email to Ann. A governor will also discretely monitor meals</p> <p>Section in the monitoring section needs to be changed from reading to outdoor learning.</p> <p>Governor section on monitoring, please can we add SEF.</p> <p>The SDP is available for all governors to read on Basecamp.</p>	
10	Facebook page	



	<p>Some parents are concerned that the activities of their children may go on this page and can therefore be sent to various places/people that they have no control over due to the security settings. The page is currently suspended.</p> <p>It was discussed how the page can be set up so only approved posts can be seen. Parental concerns need to be addressed. The how and why we are using the page (promotional) and what is in place to protect inappropriate use needs to be communicated to parents. (Governor newsletter).</p> <p>We need to consider polices which will cover this but it was agreed that we do need a presence on social media – task Gary and Ben to develop.</p>	<p>AM</p> <p>BC/GB</p>
11	<p>Safeguarding Report</p> <p>Issues and activity report since last meeting CP policy and CP lead job description discussed</p> <p>Term 1 meetings held, safeguarding plan, 1 child subject to a plan. New display with a worry box – reviewed every day.</p> <p>Staff had CP training, health and well-being survey has been completed and children do feel safe.</p>	
12	<p>Policies to be Ratified by Governors</p> <p>Governors induction Pack -Agreed</p> <p>Governor induction policy-Agreed</p> <p>Code of conduct- agreed, updated and to be placed on basecamp.</p> <p>HT PM TOR's 2 or 3 Governors see above.</p> <p>Prospectus being updated – AM.</p> <p>CPD staff development Change equal to relevant under AIMS. This covers governor development as well as staff, can this be stated in title of the policy.</p>	<p>HP</p> <p>HP</p>
13	<p>Review of Governors monitoring/ training/ achievement</p> <p>Summaries of 16/17 -Discussion Action plan for 2017/18</p> <p>Monthly Basecamp feedback discussed. It was felt useful as we see what others are doing. Questions/ comments for each other should be posted or brought to next FGB/Committee meeting</p>	



	<p>Training tab on basecamp to add courses and documents received. All governors to try and use Basecamp more by feeding monthly post, adding training dates and monitoring forms.</p> <p>Helen to send out sign ons out to all governors.</p>	HP
14	<p>Approve Year 5 and 6 camp 2018</p> <p>10-13<sup>th</sup> July approved with Rangeworthy school.</p>	
15	<p>Impact/headlines statement</p> <p>Reassure parents of Facebook</p> <p>Skills audit gap analysis</p> <p><b>See confidential item.</b></p>	HP
16	<p>AOB</p> <p>Ofsted questions DP explained that Ofsted are due and what the governor's responsibilities are. Information gained at the National assessment conference: -Same Ofsted framework. -Assessment framework to be fit for purpose. -Looking at intent, implementation and impact of curriculum. -Strong focus on science. -Further information to share at other meetings if required.</p> <p>Governor parent feedback meeting – discussed by governors and most items have been addressed. Governor newsletter to be published term 2 to feedback to parents– AM.</p> <p>Parent feedback session to be done as an annual meeting.</p> <p>Place prospectus on the next agenda.</p> <p>Meeting closes 21.06</p>	AM  HP