

DEEPING ST JAMES COMMUNITY PRIMARY SCHOOL
MINUTES OF THE FULL GOVERNING BODY MEETING 16.11.2016 7pm

PRESENT: I Wilkinson, T Allen, M Russell, T Hutton, P Dilks, P Cradock, S Young, G Lyden, J Thody

CLERKED BY: S A Dodson. The meeting was quorate. Observer: D Ludford

1) APOLOGIES FOR ABSENCE Apologies received and accepted from T Fisk

2) DECLARATIONS OF INTEREST/ELIGIBILITY Chair queried any amendments to governor's declarations of interest /eligibility from those already held on file. None received and no declarations of interest received for any agenda items for this meeting.

3) MINUTES OF LAST MEETING – 19.09.2016 The chair requested any queries in relation to the minutes that had been supplied in advance of the meeting. None received and therefore minutes agreed.

4) MATTERS ARISING FROM LAST MEETING (19.09.2016)

- Update on SDP for 2016/2017 – The head advised that there has been a big push on learning behaviours and that this has been very positive in first term of the year and pupils are using the language and enjoying the rewards. We have had first meeting with parents in this regard and this was a positive meeting about engaging parents and ideas.
- Review and Referral of queries from SEF 2016/2017 – no queries received.
- In House training session for review new data – This was discussed at heads and chairs meeting on 6.11.16 and the FGB were advised that Lincolnshire training partnerships is conducting a course on Friday and this may be used by schools in cluster and therefore we should wait to see what comes from the Keystone meeting on 17.11.16, before arranging. The FGB were informed that the Inspectors Dashboard and Raiseonline were to be reviewed with I Wilkinson and SSC. Ian advised that it would be better if we get Julie Harrison to complete any training and therefore use our data i.e. our Raiseonline etc. Data had been supplied by the head in advance of meeting.
- Governor Recruitment – Ted Fisk resignation/appointment D Ludford – The FGB were advised that Mr Ludford has 2 pupils in school in years 1 and 6. D Ludford nominated by T Hutton and unanimously voted onto the FGB by the FGB.

5) HEADTEACHERS REPORT

- including Pupil Premium/Sports Funding and Impact
- data on attendance/absence
- recording/reporting on racial incidents

Pupils on role 211 and positive feedback received from prospective parents. Mid-year admissions are also a problem. Year 1 are all over pan in the Deepings area and therefore a discussion about the possibility of Market Deeping Community Primary having an extra year 1 from Easter and 2 reception classes from Sept 2017. The head advised that MDCP are considering this and they will probably go ahead with this. **P Cradock arrived 19.20pm** The FGB were advised of the possibility of a £1m extension to MDCP school as Larkfleet homes may get permission for extra homes in area. This may lead to the possibility of a 2-form entry school at MDCP.

6) REVIEW ANNUAL SAFEGUARDING REPORT

Report received in advance of the meeting. Head updated the FGB on TAC with approx. 4 pupils in school currently. All staff have signed SCR which was checked in Nov 2016. The FGB were advised that there are 10 bullet points that all visitors are required to read on safeguarding and this has been amended to include whistle blowing. The FGB were advised that the report refers to the safeguarding training in June 2016. Sharon Dodsworth is the LADO for Lincolnshire. The FGB were advised that the wording has been amended to should rather than could. Training has been undertaken by staff on the effects on children of Domestic Abuse etc. New safeguarding audit has been completed. DBS renewals were discussed as to whether to be renewed every 3 years. The FGB were advised that the prohibition list is checked for new

teachers and that the school does not pay for DBS checks as LCC fund this at the moment. Plan for training of staff is a 5-year plan including e-safety.

GC Should we get document from LCC saying that don't need DBS reviews every 3 years. It was agreed that P Cradock would now be responsible for safeguarding and health and safety on behalf of the FGB.

7) REPORT FROM FINANCE, PERSONNEL AND PREMISES COMMITTEE 07.11.16

Minutes of the committee meeting were supplied in advance of the meeting and no queries were raised. The FGB were advised that the school was to supply a Wish list for expenditure of £65k. The staff appraisal process had been completed and the head had made recommendations for staff incremental/threshold.

8) UPDATE ON ACADEMISATION FROM WORKING GROUP

The FGB were advised that a meeting had been held and that the chair had contacted CFBT and the head had contacted Sheridan Edwards regarding the MAT processes and issues. Sheridan Edwards is from a MAT in Grantham area and she is coming on 30.11.16 to discuss the process etc. and a member of Edenham LAAT. The FGB were advised that the cluster had a meeting with CFBT and was open and honest about the fact that they didn't really know what they were doing when they initially went through this process. Executive head of an academy in Lincoln was honest that if schools in an academy are within a cluster of local primary schools, this seems to work better. The FGB were reminded that If the local authority is not big enough to support you will have to join MAT or LAAT. Th FGB were advised that financial processes are the same across the system as trust has reports, not individual schools and therefore you could lose a school's identity financially. The FGB were advised that at tonight's heads and chairs meeting, people are still very uncommitted as to what to do. Wish list to be completed as to what they want out of a MAT or LAAT, the negotiables and the non-negotiables. Scheme of delegation to LAAT, CFBT and another, i.e. how are you going to operate and who does policies etc. etc. CFBT dictate certain things as it is trust wide and therefore this would dictate as to whether these are negotiables etc.

ACTION POINT 30.11.16 6pm all governors to hear talk from Sheridan Edwards Executive head about setting up MAT and the journey so far etc.

ACTION POINT 7.12.16 – Linchfield 6pm (but checking with commissioner) trying to get DFE and someone in a LAAT to see how their journey was. Most people want to stay as a cluster but most FGB are not sure about a cluster FGB. Next head and chairs meeting is on scheme of delegation in early January 2017.

9) UPDATE ON HEADS AND CHAIRS MEETING – See point 8

10) POLICES REVIEW

- Accessibility Plan – Slight amendment to included caveat regarding reasonable adjustments. IW to amend and re-issue.
- Admissions Policy – agreed review date 01.09.2017
- Complaints Procedure -agreed review date 12.11.2018
- Data Protection Policy -agreed review date 12.11.2018
- Governors Allowance – agreed review date 12.11.2018
- Safeguarding/Child Protection Policy – Issued Oct 2016 review date 01.09.17
- Sexting Policy – issued oct 2016 agreed with review date 01.09.17
- Managing abuse against Pupils - issued oct 2016 agreed with review date 01.09.17
- Health & Safety Policy – agreed review date12.11.2017
- Teachers Pay Policy – annual review IW TO SEND AGAIN TO AGREED AT FGB review date 01.09.17
- Home School Agreements – agreed need to amend to include end of school day time review date 01.09.17
- SEN Policy – agreed and reviewed at next SSC meeting review date 01.09.17

G Lyden left 20.07pm

11) UPDATE ON JIMMY D's

Before and after school club running well. Fob system is now in and appears to be working ok

GC Door is not fobbed in entry to Jimmy D's.

ANS Will give this some thought. Discussion ensued as to how to resolve this matter with regarding to safeguarding and risk of facilities, pupils and staff. Lone working policy is to be discussed and possibly issued. Mobile is owned by Jimmy D's but we are using to store items such as music equipment.

12) IMPACT OF GOVERNANCE

- Review of policies
- Academisation Review
- Appointment of new Governor
- Safeguarding

13) AOB

- Next newsletter to be done by P Dilks and then D Ludford.
- SSC Meeting 5.30pm Monday 28.11.16 P Dilks gave apologies. D Ludford On Curriculum group 2 next meeting is 7.12.16, 1.2.17 15.3.17 26.4.17 and 28.6.17. Group 1 dates 21.11.16, 17.1.17, 13.3.17, 23.5.17 and 10.7.17

Meeting concluded 20.25pm

SUMMARY OF ACTION POINTS 16.11.2016 FGB	BY WHOM	TIMESCALE
Sheridan Edwards MAT presentation	FGB	30.11.16
CFBT/LAAT presentation	FGB	07.12.16