

DEEPING ST JAMES COMMUNITY PRIMARY SCHOOL
MINUTES OF THE FULL GOVERNING BODY MEETING 21.02.2018 7pm

PRESENT: D Ludford(Chair) I Wilkinson, T Allen, G Lyden, M Russell, J Purdy, A Bradshaw,
CLERKED BY: S A Dodson. The meeting was quorate.

1) APOLOGIES FOR ABSENCE J Thody, D Knight and P Cradock, apologies received and accepted.

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 – 15.11.2017 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 (15.11.2017)

- Review Annual Safeguarding Report – SCR has been reviewed and 3 meeting dates have been set to ensure that P Cradock discusses with the head the self-review safeguarding form and the first meeting is end of February or early March. P Cradock will do report for next FGB.

ACTION POINT: Ensure agenda item

- Update on Heads and Chairs Meeting – The meeting is scheduled for 26.3.18. Peer review will be on the agenda and cluster links within the cluster of the schools

ACTION POINT: Ensure agenda item.

5) HEADTEACHERS REPORT

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

GC Are the Reception class absences a concern.

ANS Absences are slightly higher as the pupils are more susceptible to illness. Pupils have had tonsillitis, broken leg, chicken pox and a nasty bug and several parents have taken holidays since Sept 2018.

GC Has this been address.

ANS Yes.

GA Orienteering club was very successful and got pupils involved that do not like competitive sports.

6) UPDATE ON 2017-2018 SDP

The Head advised that computing and spanish are a focus and there will be a Spanish event after school. Computing is now on STAT on line tracking and therefore we will be able to see gaps in learning. Purple Mash has been purchased and that will help with the training and coding area of the curriculum. The head advised that they are looking at possible computer online resources for homework. A discussion ensued that we should concentrate on the core curriculum that we want the pupils to know i.e. spellings, handwriting, timetables, i.e. basis for learning – number bonds etc, therefore do we set rigorous criteria reinforcing these areas and staff have the capability to see if the homework has been done and it will mark and give instant feedback. The FGB were advised of 3 key programmes that we have: - Espresso, Education City and Purple Mash and that we are not integrating these fully into the planning and using them fully. Therefore, this is being investigated in staff meeting – basically staff have been advised use them or loose them effectively. Peer review set up with Baston but have had a word with the school advisor because the training we had was poor. There are a couple of things that are not going to happen i.e. bug club (Pearson based system) as we are not using the resources we have.

GC Would these resources renew in sept18.

ANS They renew at different times.

7) REPORT FROM CURRICULUM AND STANDARDS COMMITTEE 16.01.18

Minutes of the meeting had been supplied to the FGB in advance of the meeting. The FGB were advised that much of the meeting referred to the presentation by Sarah Doud on targets and results regarding pupil premium and SEND pupils and the reports and the progress charts. The staff can answer the questions that are being asked by senior management. These reports also highlight areas to review etc. Year Group trends can be a bit up and down. Review of the Food policy was also discussed. The policy was available for governors to look at and no-one has come back with queries. Head is getting Sophie Allen – Olympian to look at food and nutrition with pupils and snacks are being reviewed with school council etc. The FGB were advised that this is a measured approach as it is no good having a policy that is not going to work. Next week mile a day starts. Talked about new library system and this will be launched on world book day. The FGB were advised that the head was researching whether we could employ the apprentice on a TA rate, this has not been broached with him.

8) REPORT FROM FINANCE, PERSONNEL AND PREMISES COMMITTEE 05.02.18

- Submission of SFVS. The FGB were advised that we looked through the budget and reviewed the SFVS and this has been amended with regard to benchmarking. This was agreed by the FGB for submission to LA.

ACTION POINT: - Add SFVS onto agenda for FPP for Nov and Jan meetings for governors to review and challenge prior to submission in March 2019

9) GDPR – GENERAL DATA PROTECTION REGULATION OVERHAUL OF ALL DATA PROTECTION.

The head advised that an action plan and timings together are being arranged. Michelle Holden had a day's course and has some useful info.

GC Encrypted memory sticks etc.

ANS We have queried the data on Agresso etc.

ACTION POINT: -Ensure is on next Agenda for FGB

10) UPDATE ON JIMMY D'S

The Head advised that everything seems to be going well. They have a number of pupils in pre-school in Sept17 than they would normally have. The after-school club is popular, and the holiday club is doing well. They are completing appraisals of staff.

GC When we did the lockdown in school they did not do it.

ANS No they had not informed the parents, but they will do it with us the next time.

GC Is there a procedure for after school.

ANS The head advised that he would find out and would possibly add to lockdown policy that if pupils here the bell when they are in the playground they should head to the nearest door into the school.

11) IMPACT OF GOVERNANCE SINCE LAST MEETING

- Review of SCR
- Food Policy review
- TA Policy to be reviewed

12) AOB

- Prevent training for governors – William Hildyard have advised that they are doing training 4pm-5pm 21.03.18 and all governors are welcome
- Allocation of governor updates in newsletters
 - Term 2 – Sarah Young
 - Term 3 – T Allen
 - Term 4 – Danny Knight
 - Term 5 – Alan Bradshaw
 - Term 6 – David Ludford
- The clerk advised the FGB that the governors board in reception needs updating.

- The head advised that it is the 50 years anniversary of the school next year and asked for any – good ideas for celebrations etc.
- Peer Reviews - This was something that the governors implemented last year and a discussion ensued as to the progress/effectiveness of these in supporting governor development. The clerk advised of a Health check that governors could complete and reminded the FGB of the free in-house training session for governors within the SLA with PCC governor services.
- FGB Meeting in July 2018 can we please change to Thursday 12.07.18
- Wednesday staff meeting with governors before Easter.
- Governors will complete a review in June 2018 on the health check and each meeting it will be noted who is chair for the next meeting of the sub-committees.

Meeting concluded at 20.27pm

SUMMARY OF ACTION POINTS 21.02.18 FGB	BY WHOM	TIMESCALE
Annual Safeguarding report	PC	09.05.2018
Update on heads and chairs meeting	IW	09.052018
Add SFVS onto agenda for FPP for governors to review and challenge prior to submission in March 2019	SAD	FPP NOV 2018 AND JAN 2019
GDPR and Agresso	IW	09.05.2018