



Stanbridge Primary School

Minutes of a meeting of the Full Governing Body held
On Monday 28th September 2015 in the School at 6.00 pm

No	Item	Action
1	<p>Present: Faye Bertham (Head), Maggie Todd (Chair), Anne Taylor, Elinor Lazenby, Claire McKinstry, Graham Coombes, Mandy Tucker, Zara Slaney, Jacqueline Taylor, Frances Lindsey-Clark, Andrew Pick (after item 4)</p> <p>In attendance: Sarah Fletcher (clerk)</p>	
2	<p>Apologies were received and accepted from: Mark Williams (childcare issues)</p>	
3	<p>Election of Chair: The clerk advised that Frances Lindsey-Clark had nominated Maggie Todd for the role of Chair of Governors for this academic year. This was seconded by Claire McKinstry. There were no other nominations and all governors present agreed. Maggie Todd was welcomed as Chair.</p>	
4	<p>Co-option of new governor The SGOSS application from Andrew Pick had been circulated prior to the meeting and the 2 governors who had met him before the summer break recommended that the GB co-opt him. The governors all agreed that with his extensive financial experience, Andrew was an ideal candidate. He was nominated by Maggie Todd, seconded by Frances Lindsey-Clark and the GB all agreed. Andrew Pick was welcomed to the meeting and introductions were made.</p>	Clerk to inform LA and send relevant information to AP.
5	<p>Declarations of Interest: No governor had any pecuniary interests to declare in relation to agenda items. New pecuniary interest forms were completed by all governors present. The clerk advised that this information would now be included on the school website. Andrew Pick was asked to complete an Eligibility form.</p>	<p>MW to complete form</p> <p>Clerk to update website</p>
6	<p>Election of Vice Chair The clerk advised that she had not received any nominations. Frances Lindsey-Clark was nominated at the meeting to continue as Vice-Chair for this academic year by Claire McKinstry. Mandy Tucker seconded the nomination and it was agreed by all present.</p>	
7	<p>Committees and Responsibilities – the GB discussed the new list of roles and the following was agreed: Committees:</p>	

	<p>Curriculum: Frances Lindsey-Clark (Chair), Faye Bertham, Mark Williams, Elinor Lazenby, Zara Slaney, Jacqui Taylor</p> <p>Finance: Graham Coombes (Chair), Faye Bertham, Maggie Todd, Andrew Pick, Mandy Tucker</p> <p>Personnel: Claire McKinstry (Chair), Faye Bertham, Frances Lindsey-Clark, Anne Taylor</p> <p>HT's Performance Management – Mandy Tucker, Claire McKinstry</p> <p>School's Financial Value Standard – Graham Coombes</p> <p>Academy Status Working Party – Faye Bertham, Mark Williams, Maggie Todd, Frances Lindsey-Clark, Zara Slaney, Graham Coombes</p> <p>Eco-schools link – Maggie Todd</p> <p>Health and Safety link – Anne Taylor, Graham Coombes</p> <p>School Council link– Frances Lindsey-Clark</p> <p>PIP link– Anne Taylor</p> <p>Data link- Frances Lindsey-Clark, Mandy Tucker</p> <p>Procedural Policy reviewer – Frances Lindsey-Clark</p> <p>EYFS link – Andrew Pick</p> <p>Inclusion (SEN/TAG) link – Jacqui Taylor</p> <p>Safeguarding and Attendance link – Zara Slaney</p> <p>Pupil Premium link – Zara Slaney, Anne Taylor</p> <p>Out of School Club link – Mandy Tucker</p> <p>Link Governors:</p> <p>Personal, Emotional and Physical Development and Sports Premium link – Mandy Tucker</p> <p>Communication, Language and Literacy link – Frances Lindsay-Clark</p> <p>Humanities link – Maggie Todd</p> <p>Maths Development link – Andrew Pick</p> <p>Creative Development link – Claire McKinstry</p> <p>Science, Technology and E Safety link – Graham Coombes</p>	Clerk to update list, website and Terms of Ref
8	<p>Vote to decide whether to have Open or Closed meetings After a discussion it was decided that Stanbridge Primary school FGB meetings should be 'closed' for this academic year.</p>	
9	<p>Vote to appoint clerk to governors It was agreed that Sarah Fletcher would be clerk to the governing body and its committees for this academic year.</p>	
10	<p>Minutes of the previous meeting: (06-07-15) The minutes were confirmed as an accurate record, proposed by Maggie Todd, seconded by Claire McKinstry, agreed by all present and signed by the Chair.</p>	
11	<p>Matters Arising</p> <ul style="list-style-type: none"> • Feedback from meeting of the Academy working party meeting held 9-9-15. The Chair reported that individual groups from within the 6 schools in the Nexus Partnership were meeting to compile Exploration feedback reports detailing their visions, priorities and that these would be discussed by the Head's and Chairs at a meeting later this term. The Chair read from the working party's report and said that they had concluded that at the moment there is no need to academise: 	

	<p style="text-align: center;">Stanbridge Exploration feedback report:</p> <p>Vision for the school for the next 3 years: At Stanbridge Primary School, children are at the heart of everything we do. Our school community flies forward together, through any weather. We strive to foster a love of learning and a passion to aim high and be world class, preparing children for life's wonderful adventure! <u>Our School Values</u></p> <ol style="list-style-type: none"> 1. Respect 2. Togetherness 3. Uniqueness 4. Creativity 5. Pride 6. Curiosity <p>Strategic priorities for our school in the next 3 years:</p> <ul style="list-style-type: none"> • Children reach the highest levels of achievement and personal development across the curriculum. • Children develop a love of learning and a passion to aim high and be world class as a result of a highly engaging curriculum. • Leaders are highly ambitious and have an uncompromising drive and to ensure the highest levels of achievement for all children. • Home and school partnerships are strong enabling children to thrive in a supportive, highly cohesive learning community. <p>Non negotiables for our school if it did academies:</p> <ul style="list-style-type: none"> • To maintain a bespoke curriculum that fits our school community and pupils. • Not to be joined with a secondary school – maintaining our primary school identity. • If we combined with other schools to form a MAT, our strategic goals and vision for the school would need to align. (but being open to negotiate this) • Keep our school name and school identity. • Not being part of a large chain. • Maintaining local links <p>Academy model preferences as a school:</p> <ul style="list-style-type: none"> • Single converter <p>Other thoughts/considerations for our school if we academise:</p> <ul style="list-style-type: none"> • Concerns about recruitment and retention of staff. • Staff morale and feeling a part of our school. • Lack of autonomy within a MAT/Chain. • Concerns about turning a school into a business and all the responsibilities that brings – being profits driven, legal duties and accountabilities. • If we become a MAT, our governing body would change. • Top slice from MAT would need to fund back office – this team could then change <p>The HT explained how the Nexus Partnership works and how successful it has been so far. A governor asked if any of the schools in the partnership were on the borderline of being put into special measures. The HT answered that none of the group are considered vulnerable at the moment. A governor asked how they had reached their decision and whether they had listed and scored the pros and cons. The HT explained how each member of the group has been responsible for researching a certain aspect of academisation. She added that she had visited the Academy show and met with various heads of schools that have already academised. It was agreed that at their next meeting the working party would score their reasons and feed this back to the FGB.</p>	<p>Action Academy status working party Term 2 agenda</p>
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<p>12</p>	<p>Head teacher's verbal report The HT read from her report – the notes from which had been circulated prior to the meeting. A governor expressed concern over the number of 'lates' reported so early in the academic year. The HT clarified that this was for the last academic year. The SEF has been updated with the new ofsted headings and this will go to the Curriculum committee along with new Nexus assessment sheets. A governor said that although the children seem to love the new enrichment master classes, there is some confusion amongst the parents. The HT said that she will explain the new system at the Assessment Parent's Evenings, and she will also put something in the next newsletter. There were concerns over litter being left behind by workman, this is being addressed. A pupil premium report will be shared in Term 2 and Sharon Bishop from Callicroft school will be attending the meeting to present this. The newly installed Play Pod has transformed lunchtime play. Parents and Governors are invited to observe play on Wednesday 7th October from 2.45pm and a representative from the Scrapstore will be presenting information about it. No other questions were raised.</p>	<p>Clerk to update agenda planner</p> <p>Agenda planner</p> <p>All governors invited</p>
<p>13</p>	<p>Governor's Action Plan</p> <ul style="list-style-type: none"> • Feedback from Self-Evaluation Day – papers summarising material collected on the day had been circulated prior to the meeting. The Chair had put together an Action Plan based on these findings and this had been circulated prior to the meeting too. Governors were asked to look at the actions and comment how they could be achieved and if they could take this on. • Annual Governance Statement - written by the Chair and circulated prior to meeting. All governors present were happy with the content and understood that it would be put on the website. A governance statement will now be put together annually and the clerk was asked to add it to Term 6 on the agenda planner. • Link Governor Handbook – circulated prior to meeting and governors were asked for feedback/suggestions, particularly regarding the questions that could be asked by link governors. The handbook was agreed by the FGB and will be updated as necessary. 	<p>All governors</p> <p>Clerk to amend agenda planner</p> <p>All governors</p>
<p>14</p>	<p>Data Report – report circulated prior to meeting. FLC and MT had met with the School Improvement Adviser (SIA) to discuss the end of year data and congratulated the staff for the improvement in KS2 results. FLC read from the report and said that overall there is a positive picture but there is a need for some pupils to achieve 'all round' good results. The HT said that individual pupil level data would show where pupils, who were not yet meeting the floor standard, had been at each stage. She added that use of adult support in lessons is a key focus in the SDP and it is hoped that this will have a maximum impact on outcomes. No questions were raised.</p>	

15	Committee Meetings Personnel meeting held 13-7-15 Minutes were circulated prior to the meeting, there were no questions raised.	
16	LA Task Group feedback The Chair and HT had met again with the task group to discuss data and they were very pleased with the results and the school is now classed as secure. Targets were discussed and the HT explained the criteria for coasting schools.	
17	SIA Visit feedback – report circulated prior to meeting. No questions were raised.	
18	Policies Terms of Reference – all changes to committee membership and roles were agreed and the clerk will make the changes to the policy. Governing Body Delegation Planner – no changes necessary, agreed and signed. Governors Code of Conduct – agreed and signed by all governors present. Staff Discipline – new guidance and policy from the LA that had already been discussed by the Personnel committee, agreed and signed.	clerk MW to sign
19	School Development Plan (SDP) The HT had circulated the new SDP prior to the meeting and said that copies would be printed for governors within the next week. The HT said that detail would be fed down via the Core and Foundation teams. The top sheet showed an overview of the SDP, this pins down the objectives for the year. There are 4 goals in the three year plan and team action plans will feed into these. The Term 1 RAP was circulated prior to the meeting, no questions were raised.	FB
20	Governor Visits and Training MT had attended the new governor induction. Governors were encouraged to look at the training booklet and choose courses that would benefit them in the roles that they have taken on. All courses should be booked via the clerk.	Clerk to circulate booklet All governors
21	Correspondence The Chair said that a letter had been received from ofsted regarding the new inspection framework.	
22	AOB - none	
23	Date of next meeting Monday 23rd November 2015 – 6pm Meeting ended at 8.00pm Have we remained strategic during the meeting – all governors felt that they had.	