

**Lealholm Primary School
Governors Meeting
Monday 25th January 2016 at 4.30pm**

MINUTES

A – Procedural

Welcome: Mrs Corner welcomed everybody to the meeting.

Present: Mrs H Ward – Headteacher, Mrs P Corner – Vice chairman, Mrs M Matthews, Mrs J Smith, Mrs J Kelly, Mrs R Hopwood, Mrs M Thompson, Mr A Parker and Mrs P Corner.

Apologies: Mr A Maisey and Mrs J Thomas – the apologies were accepted.

Declarations: None.

Confidential minutes: None - Governors were reminded that anything discussed at the meeting should be treated as confidential.

Notification of any other URGENT business: None.

Minutes of last meeting: 30th November 2015 circulated, amended (R. Hopwood apologies received and accepted) and signed.

Matters arising:

Literacy evening: Arranged for 3rd March, 2016.

School barrier: NYCC have replaced.

Prevent: 5 governors and staff completed. Other governors invited into school to complete.

Governor Visits: on agenda.

B – School Improvement

MAT Collatoration/federation

Discussions took place regarding Multi Academy Trusts. Key concerns were the sustainability of small schools and the loss of individuality. Funding of MATs was discussed and the role of the Local Authority. HW explained that the LA would still offer services that could be purchased. HW in discussions with 4 other local schools and it was agreed that the interested parties meet with the DfE to discuss further.

Safeguarding Audit & Action Plan: reviewed updated and agreed. The nominated governor for Child Protection and Safeguarding is Janet Smith. The changes to DBS for NYCC staff Barred List checks were noted. MM gave feedback from allergen training.

Action: Send Audit to LSCB@northyorks.gov.uk by 5th February 2016.

Action: Keeping Children Safe in Education LT to send out to governors

Sport and Pupil Premium: JK voiced concern regarding the lack of team sports for last term. This was due to minimal staff in the classroom. For the spring term have entered WSSPA events for basketball hockey and cricket; S Carson will provide afternoon session and HLTA/ATA to provide afterschool club.

Action: HT to ask SIA if parents/governors can lead sporting events offsite.

DATA Update: KS2 national curriculum data assessment tracking systems have a vast range. The Y3 writing point scale was shared and end of year expectations in reading, maths and science discussed. Concern was raised regarding the effect on the children's self-esteem if expectation not achieved; having to re-sit in year 7 could create low morale and cause stress.

School Prospectus: Updated as applicable agreed.

Staff Review: See confidential minutes.

School SEF: SIA visit rearranged to 26th January 2016.

GB Self Evaluation Section 8 was reviewed, amended and agreed.

C – Finance

Service Providers “Best Value”: An internal audit of the grounds maintenance is due 11th February. It was agreed that we need a HR package in place and to remain on the NYCC standard HR package.

Action: HW discuss with HR.

Mass Scheme: Changes to the MASS scheme were discussed. It was agreed to get a quote for structural MASS, however unless greatly less than full MASS it was agreed to stay in the full MASS scheme.

Action: HW to receive quote and order accordingly.

Staff Absence Scheme: Discussed and agreed to increase staff cover from 4 day to 1st day.

Action: HW to receive quote and order accordingly.

NY net Broadband: School ISP Light discussed. Agreed to stay on current package as do not have large number of devices connecting to the internet. Speed would be capped to current level.

Action: HW to purchase current package.

Devolved Capital:

Action: HW to investigate the possibility of using devolved capital for school website.

D – Policies

Attendance: Updated with Prevent, reviewed and agreed.

Anti-bullying: Updated with Prevent, amended and agreed.

Charging and Remissions: Reviewed and agreed.

Lettings: Reviewed and Agreed.

Performance Management: NYCC HR policy reviewed and adopted.

Whistleblowing: NYCC Primary Schools HR policy reviewed and adopted.

Pay Policy Including Induction, Probationary & Maternity: NYCC HR policy reviewed and adopted.

E – Training & Visits

Governor Training: discussed earlier

Record of Visits: Provided

Reports from Visits: None

Classroom Visit Guidelines: distributed

Set Date for Governor Visits: RH – 29th February, MT 10th February.

AOB: May have new pupil starting after half term TBC.

Discussions took place regarding Friends of Lealholm School setting up a Facebook page. It was agreed to put this question to parents via the school questionnaire in the summer term.

Action: Question on school questionnaire.

Discussions also took place regarding the secondary education provision in Whitby and the impact on parental choice.

FOLS burns night was very successful.

Dates for next meetings:

Monday 21st March, 2016 @ 4.30 pm GB Meeting

Monday 23rd May, 2016 @ 4.30 pm GB Meeting

Monday 4th July, 2016 @ 4.30 pm GB Meeting

Items for Agenda for GB November meeting:

MAT

SIA

Staff Review

Child Protection & Safeguarding

Sport & Pupil Premium

GB Self Evaluation (section 9)

Ofsted framework

New Policies: Declaration of Offences, DBS, Standards of Conduct

Meeting Closed 7.00 pm