

**Lealholm Primary School
Governors Meeting
Monday 26th September, 2016 at 4.30 pm**

MINUTES

A – Procedural

Present: Mrs H Ward – Headteacher, Mr A Maisey, Mrs P Corner, Mrs M Matthews, Mr A Parker, Mrs M Thompson and Mrs R Hopwood.

Apologies: Mrs J Smith – the apologies were accepted.

Welcome: Mrs L Taylor (clerk to governors) welcomed everybody to the meeting.

Introduction: Mrs Ward introduced Miss B Parkes our new KS2 teacher to the GB. Miss Parkes then left the meeting.

Nominations for Chair: RH proposed A Maisey, this was seconded by HW and agreed unanimously. AM agreed to stand as chairman for the next year.

Nominations for Vice Chair: AM proposed P Corner as vice chair, this was seconded by RH. PC accepted the position for next year.

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: J Thomas resigned from the GB after the last meeting. AM has sent a letter of thanks for all of her support of Lealholm School.

Confirm the Scheme of Delegation to the Headteacher: Agreed - no changes made.

Committees to confirm: The following committees were confirmed:

Finance & Staffing: Mrs M Thompson – Chairman
Mrs J Kelly – Vice Chairman
Mrs J Smith
Mrs H Ward
Mr A Maisey

Premises, Health & Safety: Mrs H Ward
Mr A Maisey
Mr A Parker

Performance Management: Mrs J Smith
Mrs P Corner
Mrs J Kelly
Mr A Maisey

Complaints:
Review Committee

Mrs P Corner
Mr A Parker
Mrs J Smith
Mrs R Hopwood

Appointment of Governors with specific responsibilities:

Mrs J Smith	SEND/Child Protection Numeracy
Mr A Maisey Mr A Parker	Literacy/ H & S
Mr A Parker	SEAL/PSHCE Sex Ed/Relationships
Mrs P Corner	Early Years RE/Spiritual, Moral, Social and Cultural (SMSC)
Mrs R Hopwood	Science
Mrs J Kelly	Outdoor Ed/Sport

Register of Business Interests: Completed by all governors present - nothing to declare.

Register of Hospitality: None.

Minutes of last meeting: 4th July 2016 circulated, read as true and signed.

Matters arising:		Actions						
Devolved Capital	No current projects, agreed to carry forward	Devolved capital to be c/fwd						
Data Dashboard	Subgroups agreed: <table border="1" data-bbox="564 1352 1091 1615"> <tr> <td>A Maisey J Smith M Thompson</td> <td>Data/Pupil Progress</td> </tr> <tr> <td>J Kelly R Hopwood</td> <td>Marking and Feedback</td> </tr> <tr> <td>A Parker P Corner</td> <td>PSHCE/SMSC/British Values</td> </tr> </table>	A Maisey J Smith M Thompson	Data/Pupil Progress	J Kelly R Hopwood	Marking and Feedback	A Parker P Corner	PSHCE/SMSC/British Values	Subgroups to analyse marking and data provided. Ongoing
A Maisey J Smith M Thompson	Data/Pupil Progress							
J Kelly R Hopwood	Marking and Feedback							
A Parker P Corner	PSHCE/SMSC/British Values							
SEF	Case studies Cultural Visit Parent visitors	Ongoing Lesson observation to be arranged for spring term HW will arrange with JT In progress						
Sports Premium	Action plan for sport 2016/17 in place	Ongoing						
Pupil Premium	Ever 6. No current children receive Pupil Premium							
Visits	AP gave a report to the GB on his visits into school throughout the summer term							

B – School Improvement

School Improvement		Actions
Welcome to B Parkes	Miss Parkes was introduced to GB at the beginning of meeting	
HT Report	School bursar: has been changed again. Mrs N Brown will now provide this service. Health & Safety: New H&S officer in position	Finger Guard to KS2 Classroom KS1 Door sticking AM/AP to carry out visual inspections of property every term.
School Vision & Ethos	The vision statement was reviewed, amended and agreed	
GB constitution – governor vacancy	The skills required to fill vacancy were discussed and agreed	RH to approach suggested candidate for position
Data Update	KS1 and KS2 progress overview presented and explained. KS2 results shared – all had met expectations. KS1 results were as expected. The DfE formula is being used to measure progress.	Ongoing
Safeguarding	No outstanding issues	
GB Self Evaluation	Identification of priorities completed	Ongoing action plan
Governor Profiles	Just one o/s	JK to complete
Governor Training	PC would like complaint training AM/AP H&S Training PC & AP attending the Autumn SING meeting.	Nothing presently available on Smart Solutions.

C – Premises

School Sign: It was agreed to replace the sign on the west facing side of the school wall with sample supplied by Mr Parker.

Action: AP to organise replacement

D – Training & Reports

East Barnby: MM reported on the visit to East Barnby. The Y5/6 children enjoyed outdoor activities including body boarding and a day of canoeing and beck scrambling during their visit. HW thanked MM and for supervising this successful visit along with Miss Parkes.

E – Policies

Behaviour: The behaviour policy was amended, updated with RPI and agreed.

Meeting Dates Arranged:

Monday 28th November, 2016 @ 4.30 pm GB Meeting

Monday 30th January, 2017 @ 4.30 pm GB Meeting

Monday 27th March, 2017 @ 4.30 pm GB Meeting

Monday 22nd May, 2017 @ 4.30 pm GB Meeting

Monday 3rd July, 2017 @ 4.30 pm GB Meeting

Monday 25th September 2017 @ 4.30 pm GB Meeting

Items for Agenda for GB November meeting:

Sub Groups

Pay Policy

MAT

Child Protection Policy

Safeguarding Audit

GB Self Evaluation (section 1)

Meeting Closed 6.04pm