

**Lealholm Primary School
Governors Meeting
Monday 27th March 2017 at 4.30 pm**

MINUTES

A – Procedural

Present: Mrs H Ward – Headteacher, Mr A Maisey – Chairman, Mrs P Corner – Vice Chairman, Mrs J Smith, Mrs J Kelley, Mrs M Thompson, Mrs R Hopwood, Mrs S Morgan, Mrs M Matthews and Mr A Parker – Mrs L Stanley was also in attendance.

Welcome: Mr Maisey welcomed everyone to the meeting.

Apologies: None

Declarations: None.

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

Notification of any other URGENT business: None

Minutes of last meeting: 30th January circulated, read as true and signed. AM thanked the governors for all the work they do and support they give taking the school forward.

Matters arising:		Actions
HW Performance Management	Completed 16/02/17 4.00 pm AM & PC attended	
School Sign	Now fixed to external wall	
Complaint Training	Training has been re booked 15/05/17 at Airy Hill School 4.00 – 6.00 pm	S Morgan & R Hopwood will both attend and feed back to governors on the Complaints Committee

B – School Improvement

School Improvement		Actions
PSHE Update	Mrs Stanley gave an update on the current expectations of PSHE education. We are currently using the PSHE Association Planning rather than NYCC Planning. The PSHE Association allows schools to target the needs of our school rather than simply following a specific scheme of work. School takes part in the Growing up in NY Survey every 2 years. The results are externally collated and we use these to target areas in the curriculum that our children need. PSHE, Acceptable Use & Internet Safety all under review. They have to link in with the Safeguarding policy and the GB and parental involvement is required.	HW to re-launch internet safety to parents. AP and small working party to look at PSHE, Acceptable use and Internet Safety policies. LStanley to arrange meeting with parents to show what is involved in the Sex Education programme, the anatomical terminology used and materials available.

	<p>Age appropriate relationship and sex education is now statutory see: https://www.healthpromotion.ie/health/inner/busy_bodies Whilst conception is not currently statutory for primary it would be considered in the future. Parent opinion would be sort before-hand. Mrs Stanley left the meeting.</p>	
Headteachers report	<p>NOR – expect 7 in September Staff have attended training sessions HW is delivering School to School Support (STSS) generating income as well as developing own CPD</p>	<p>KS2 teacher to encourage more children to participate in Eskdale Festival</p>
Safeguarding Audit	<p>Reviewed, updated and signed</p>	<p>LT to send to LSCB@Northyorks.gov.uk</p>
Safeguarding Action Plan	<p>Updated and agreed</p>	
School Improvement Advisor	<p>SIA observed both KS1 & KS2 literacy and was satisfied that progress was being made. Data checked and SIA agreed with HW judgements – Good. SM questioned the SIA recommendations on how to get from good to outstanding and how many levels progress is classed as outstanding. What is the key feature of outstanding schools monitoring academic progress. GB would like feedback.</p>	<p>Independent writing to be discuss with SIA at next visit. HW to ask SIA her recommendations at next visit 23/05/17</p>
Health & Safety Report	<p>Finger Guard on KS1 door to fit Blind Cord to secure Fire alarm, emergency lighting, asbestos and legionella all ongoing monthly checks</p>	<p>HW to arrange guard through MASS scheme</p>
School Prospectus	<p>Available on line and updated annually PC reviewed</p>	<p>LT to update with changes and publish on website April 2017</p>
Sports Premium	<p>Dance sessions being provided Paying for transport and supply costs Hockey tournament very successful</p>	<p>Ongoing</p>
Pupil Premium	<p>Ever 6. No current children receive Pupil Premium</p>	
MAT	<p>MAT application for academy order has been successful. Letter has been sent to parents – no response received. Will now apply for Academy Status. AM explained the process. Chosen solicitors Brown Jacobson have been approved. JS requested list of trustees and members. MM queried the terms and conditions for teachers – no change currently expected. Any significant changes would have to be approved by all members. Two grants have been applied for: growth fund and sponsor grant. SM questioned the need to include a RI (Requires Improvement) school in the MAT and advised caution regarding the extra capacity of staffing to support other schools.</p>	<p>List of 4 founding members and 12 trustees will be shared on confirmation of academy status. GB to think about being a collaborative group working within the MAT.</p>

GB Self Evaluation Section 3	Section 3 Staffing was reviewed updated and agreed	
Appointment process for LA Governors 2017	Governors made aware of requirements for LA governor	Review July/September

C – Finance

Finance		Actions
Budget Monitoring Report	HW budget on track. Time: 6.05 PC left the meeting The new funding formula was discussed	New budget to be set with consideration of new funding formula
Devolved Capital	KS1 Smart Board purchased. KS1 courtyard is a gloomy area which could be improved.	Consider how courtyard could be developed HW re spending devolved capital budget & MASS
Staff Absence Scheme	Agreed to retain current level of cover.	Agreed

D – Policies

Policies		Actions:
Health & Safety and Premised Management	NYCC Reviewed and signed	To update
School Security	Agreed (part of H&S Policy)	
SEND	Reviewed and agreed	To update
Managing Medicines in School	DfE SEND code of practice	Adopted
NYCC HR Policies	It was agreed to adopt the NYCC HR policies	Adopted

E – Premises

Premises		Actions:
Grounds Maintenance	JJ Harrison to provide grounds maintenance for 2017/18	Agreed HW to ensure value for money

F – Reports

Reports		Actions:
PC/AP Visit	AP presented report of visit 10/03/2017 Suggestions noted	HW to set actions in place as appropriate
RH/JK Visit	RH presented report of visit 27/03/17	

F – Training & Visits

Visits		Actions:
Governor Visit	JS Numeracy Visit 23/05/2017 AM Literacy Visit 08/06/2017	Booked
Finance Committee	Meeting 25/05/2017 9.00 am	Booked
Complaints Training	RH & SM Complaints training at Airy Hill 15/05/2017	Booked
East Barnby Visit	The East Barnby Visit for September 2017	Approved

AOB: D. Wilson Condolences from the GB were expressed and school commended on how this tragic situation was dealt with.

Willow: SM was thanked for doing such a good job on the willow hedge. A thank you card will be sent to M Foord and C Hatch.

Meeting Dates Arranged:

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 March meeting:

MAT

Safeguarding

Sport & Pupil Premium

GB Self Evaluation (section 4)

Meeting Closed 6.50pm