

**Lealholm Primary School
Governors Meeting
Monday 30th November 2015 at 4.30pm**

MINUTES

A – Procedural

Welcome: Mr Maisey welcomed Mr Parker (new parent governor) and everybody to the meeting.

Present: Mrs H Ward – Headteacher, Mr A Maisey - Chairman, Mrs M Matthews, Mrs J Smith, Mrs J Thomas, Mrs M Thompson, Mr A Parker and Mrs P Corner.

Apologies: Mrs J Kelly – the apologies were accepted

Nominations for Vice Chair: P Corner accepted the position of vice chair which was proposed at the last GB meeting.

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: Governors were notified of the disqualification declaration and the publication of governor's details and register of interests.

Governors were given information on British Values and the NYCC Education & Skills induction and development framework. Discussion took place and it was agreed that the school's ethos does promote mutual respect and tolerance along with a broad and balanced curriculum. The KS2 children have been learning about religious buildings this term, visiting a Church and Abbey in Whitby and experiencing a virtual tour of a Mosque. A visit to a Hindu Temple will also be planned for 2016.

Minutes of last meeting: 5th October 2015 circulated, read as true and signed.

Matters arising:

Performance Management: JS had not been given due notice of HW's PM on 12th November. This was completed with the headteacher of Castleton School, AM chair of governors and JK parent governor.

School barrier: NYCC have raised a works order for this but cannot give a time scale.

Register of Business Interests: the outstanding registers of interests were completed.

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
Mrs J Thomas
Mr A Maisey

Complaints: Mrs J Thomas
Review Committee Mr A Parker
Mrs J Smith
Mrs P Corner

Appointment of Governors with specific responsibilities:

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

B – School Improvement

MAT Collatoration/federation

JS pointed out that our local schools had always worked well together, before EVA the Eskdale Project was in place and schools worked together on more activities than present. HW agreed that this had been broached by current headteachers of EVA, however the constraints of the new curriculum was not allowing the capacity to organise projects and schools were struggling to fund any extra costs in particularly transport. Concerns were raised regarding the vulnerability of small schools, it was agreed that we need to ensure financial viability. Various scenarios were discussed this again raised concerns about the sustainability of all the local schools.

HT Report

HLTA/ATA: Settling in well, HW has confidence in her abilities.

SEN: Education, Health Care Plan (ECHP) in progress, new strategies needs to be in place. Discussion took place regarding requirements, HW meeting arranged for 4th Dec.

Grammar: it was agreed to arrange a parents evening for literacy.

Action: HW to arrange a parent evening next term

Visits: RE visit to Whitby and IMPS visit both discussed.

Sports Premium: no changes

Pupil Premium: Ever 6 monies used for Assertive Mentoring (maths and grammar).

EDA Visit

The EDA pointed out that a headteacher has a higher than average teaching commitment and that 0.5 is a much more realistic and manageable amount of time. This needs to be considered and monitored carefully.

EYFS/ KS1 and KS2 data summary was presented which was taken from the schools profile data.

Noted: EDA now known as SIA (school Improvement Advisor).

School Development Plan AM asked what the main areas of concern were. MM and HW agreed that spelling was a major concern due to the levels being raised. Anticipate below age related expectations to be achieved. This is being addressed by encouraging all children to continue with their reading (reading challenge in place) also spelling challenge in place. MM pointed out that writing is very pleasing and the reading initiative is having a great impact with the majority of children reading a minimum of five times per week and, more importantly, enjoying reading.

School SEF Tracking systems continue to be evaluated, the interim assessments are also confusing, currently following government guidelines.

Safeguarding Audit and Action Plan Reviewed, amended and agreed. There were no major concerns raised.

Governor Training all governors to complete the PREVENT training on line.

Action: LT to send link to governors

GB Self Evaluation Section 7 was reviewed, agreed no amendments.

C – Finance

Report from Finance Meeting MT gave report from finance committee to GB, nursery provision and before/after school clubs to be considered to provide extra funding. SFVS will be completed 10th December.

D – Policies

Child Protection & Safeguarding The NYCC School Child Protection Policy updated November 2015 was discussed and changes noted. It was agreed to adopt this policy

Target Setting This has been completed

Accessibility Plan Reviewed and agreed

Information Policy Adopted

Governors Allowances Scheme Reviewed and agreed

Governors Visits: Reviewed and agreed. It was agreed that governor visits have to conform with the SDP.

Action: A timetable for visits will be agreed at next meeting.

E – Training & Visits

PC presented a pro-forma of a governor visit report, it was agreed to adopt this and to timetable governor visits for next term.

PC gave report on EYFS visit.

AM gave report on Literacy visit.

AOB: Governors were invited to the Christmas play and Christmas lunch.

Meeting Dates Arranged:

Monday 25th January, 2016 @ 4.30 pm GB Meeting

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

Child Protection & Safeguarding

Sport & Pupil Premium

GB Self Evaluation (section 8)

Meeting Closed 6.15 pm