

KINGSKERSWELL C OF E PRIMARY SCHOOL
MINUTES OF FULL GOVERNING BOARD MEETING ON 22nd JANUARY 2019

Name		Attended	Apologies received	Apologies sanctioned
Sue Bailey	SB	Yes		
Liz Clements	LC	Yes		
Cath Collett	CC	Yes		
Claire Grove	CG	Yes		
Rachel Miller	RM	Yes		
Paul Palmer	PP	Yes		
Jo Perrott	JP	Yes		
Alec Stokes	AS	Yes		
Dean Stacey	DS	Yes		
Amy Vine	AV	Yes		
Segil Zulhayir	SZ	Yes		
In Attendance				
Louise Ward	LW	Yes		
Karen Strachen	KS	Yes		

	AGENDA ITEMS	decision/ action	action by	when
1	Welcome and Apologies			
	SZ welcomed all to the meeting. RM thanked all for their support during the difficult recent times.			
2	Minutes of Last Meeting			
	Typo amended and minutes approved. Signed.	D		
3	Matters Arising			
	No matters arising	D		
4	Declarations of Interest for agenda items			
	No declarations made			

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5	School Vision & Ethos			
	Laura Twamley who was due to attend the meeting couldn't make this one so this item to be moved to next month's agenda. KS updated that her and LT will be having a day out of school next week to create the action plan for school vision for Christian distinctiveness and SIAMS. That report will come to the next meeting. SZ asked whether there will be any consultation of the parents in school. KS – No apart from the initial questionnaire that went out. KS is keen that the school decide on the vision and the ethos themselves as a school and a team and then share that vision with the School Community.	A	LW	Next meeting
		A	KS	Next meeting
6	Headteachers report			
	RM asked if there are any questions. CG asked about the data that was mentioned in the report. Governors haven't received that yet. RM will send out as soon as she has it. CC noted a large increase in the MASH referrals that have been made by school. RM agreed that yes there had been a significant increase sadly. The impact of that is that school have had lots of their time taken up by attending meetings. There is a new MASH referral form that bounces back to school so unless the referral has gone through the early help system and TAF etc it won't even be looked at by MASH. SB noted at her last level 3 safeguarding training incidents seem to be looked at in isolation and not as a whole picture. This is a newer strategy because of all the cutbacks being made in the sector. This is a frustration felt in many schools. The issues are usually around the parents and not the children.	A	RM	Done
	RM asked whether there was anyone available on 6 th March for interviews for maternity cover. All Governors to let RM know if they can help.	A	All	ASAP
7	MAT update			
	RM – Newton Abbot Academy Trust have put in a bid to the DFE to get support for the development new Estuaries Trust. They were awarded the bid. This has meant that things have had to move faster as lots of paperwork had to go to the Dioceses and the process had to get through the HT board. There is a SOGG presentation which CC will attend on the 13 th Feb and the presentation to the HT board which will be done by the Regional Schools Commissioners office on the 18 th March. RM reminded all about the meeting on the 4 th Feb at 6PM. As many as can come should come as the update will be about roles and responsibilities moving forward. This will be a chance for all the 5 Governing Boards to come together, hear the same message and make decisions. Clerk asked about the communications between the Clerks of all the boards. CC said there was discussions about the possibility of the clerk of the MAT Board taking line manager responsibility for all the LGB clerks. Paul Cornish has now been appointed formally as CEO designate for the			

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	<p>new MAT. RM – TOR's for our Governing body, as it will become, will change the structure of the lines of responsibility moving forward. For example, H&S will fall to the MAT board rather than Local Governing Bodies. We will only have site specific responsibilities in that context. Our remit will be more about Teaching & Learning and outcomes for children. CC reassured that tweaking can be done with TOR's etc. right up to the end before conversion. PP will take a place on the trustee's board to represent our School. He will leave our Governing Board to join the trustees board once we convert.</p>			
8	Catering Provision			
	<p>RM – The decision has been made to no longer use ISS and take our catering in house. Lots of detail to sort out but this is in hand and it is an exciting opportunity for the school and the pupils. Kitchen staff are very happy with the decision. They can now design their own menus and there will be opportunity for children to help with the health and nutrition and design of those menus. AV is looking into the new system for ordering online and there is training for staff next week on that system. This system will allow food, trips etc. to be paid for online which will simplify things. The system that is being looked at is 'Schools Money' which has been successful at other local schools. It may make a little more work for admin and letters will go out to parents after half term. The system should make things easier for parents.</p>			
9	School Improvement Partner Visit			
	<p>RM – Our school improvement partner is back in on Monday of next week. She will do some lesson observation and book tours with Christian Pople rather than just look at data.</p>			
10	Budget Update & Wraparound			
	<p>Carl from Babcock is coming in Feb and March to structure next year's budget. This will look at action plans and staffing. RM – Our numbers for next year are lower than predicted so far. We have yet to have the Torbay numbers so are hopeful those numbers will go up.</p>			
11	Financial Audit			

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	We still have some work to do but plans are in place to get work completed. There is some work to do for the TOR's as we don't have a full set since we went to Lead Governors and not committees. KS and Clerk are meeting to go through the policies and all will be fully checked before the audit.			
12	School Fund Audit			
	Audit completed. All was fine. There were a few queries that went back to AV which are all now completed. Governors want to thank the auditor for their hard work.			
13	Lead Governor Visits			
	PP has been in today for a Science visit. Coincided with Science week. JP had all classes engaged with Science week and PP went into all year groups to see the work that was being done. What was clear was the cross curricular activities that were being shown. All the way through from Reception to Year 6. The expectations around peer feedback was clearly demonstrated. JP - In Science there is no formal assessments for pupils so it is mostly done by teacher assessments. JP and PP spoke about this and how school can try to source some sort of whole school planning system. Trails are currently being done. Currently using Baths University TAPS assessments. School will moderate using these. There is a matrix being used the assess whether children are not meeting, meeting or working above ARE. PP noted the visit was a very positive experience. There was lots of work being done about after school clubs. PP thanked JP for enthusiasm and hard work. SZ encouraged all Governors to come into the school during the school day as much as they can. Some of the parents have been in to talk to the children about how they use Science in their work. Children have been really engaged. SZ reminded all about the Design & Technology day on the 14 th February. All Governors welcome.			
14	Safeguarding & CIC update			
	There is a meeting tomorrow which CC will attend.			
15	Health & Safety			
	PP has been in to school on 11 th December after his Governors H&S training. He went through the H&S policy. AV showed PP evidence of the policy and how it has been used. PP happy with what he saw. They had a walk round the school site inside to look at changes that have been made.			
17	Chair's Other Business			
	SZ – We have had confirmation that Dr Kulkarni has been appointed as our new Foundation Governor on the 21 st January 2019. We hope to see him at our next meeting in February for formal introductions and induction. RM – has had a request from Dale Saunders, who is a Governor at Denbury Primary whether we would consider having an arrangement to help form a			

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<p>first and a second committee if needed as they don't have the physical numbers to achieve both if they needed to. Governors were happy to help where they could. SZ will be re-looking at and adjusting the report that Governors fill in when they visit the school and put it into the onedrive for all Governors to access from this week.</p>	<p>A</p>	<p>SZ</p>	<p>Done</p>
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THESE MINUTES ARE AGREED BY THOSE PRESENT AS BEING A TRUE RECORD.

SIGNED: DATE:

Next Meeting: TUESDAY 26th February AT 5.30 pm