

WILLIAM STUKELEY CHURCH OF ENGLAND VA PRIMARY SCHOOL

FULL GOVERNING BODY COMMITTEE MEETING DRAFT MINUTES

MONDAY 15TH JULY 2019 at 6.00PM

Present: R Nicholas (Chair), Rev R Seal, S Williams, T Emery (Head), T Handson, M Dack, I Braid, R West, S Cuthbertson, H McGinn,

Also present: Mrs C Williams (taking minutes)

Prayer given by Rev R Seal

Meeting started at 18.00

| Agenda Item | Issues | Agreed Action | Responsible |
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| 1. Apologies | | Mrs C Dennis | |
| 2. Declarations of Interest | | Richard Nicholas, relating to Intimate Care | |
| 3. Minutes of the meeting held on 20 th March 2019 | | Proposal: the minutes should be adopted Proposer I Braid, Seconded H McGinn, Accepted unanimously | |
| 4. Minutes of a meeting held 1 st May 2019 | Issue 4 | Is going to court. Proposal: the minutes should be adopted Proposer S Williams, Seconded I Braid, Accepted unanimously | |
| 5. Matters arising | Toni cannot access the National Governors site | Mary explained that you have to register then an email arrives with details. | |
| 6. Head Teachers Report | Y6 There have been vast improvements in SATS results based upon the predicted values. | The improvements put down to quality teaching, extra staff and use of interventions and special sessions. The children have an attitude for learning. Big thank you | |

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| | <p>Early Years</p> <p>T Hanson left the meeting at 6.28pm</p> | <p>to Toni. RN noticed a confidence in the children going into tests, put down to the arrangement of Breakfast, revision session then a break for 10 mins and do the test. SC mentioned the increase of number of words on the list and the need for more marks to get to the required levels.</p> <p>Results showed a good level of development from entry level to school. TE mentioned the County research into entry levels to school system. TE also mentioned the needs for support staff and their funding.</p> <p>Low attendance figures, S Williams is to be attendance governor. It was mentioned that 2 families had gone to Poland without any prior notice. Thanks are due to SC for his work in sorting through the data for TE.</p> | |
| <p>7. Building Update</p> | <p>Roof</p> | <p>The roof is in place over the new room. Progress is slightly behind. County had to change the design to enable the roof to stand alone instead of growing out of the existing structure. This involves problems, pillars to support the roof inhibit the use of the teaching space. Consideration needs to be applied to how to integrate the</p> | |

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| | <p>KS2 Toilets</p> <p>Walled garden</p> <p>Other repairs</p> | <p>structure into the classroom. Being refurbished during the summer.</p> <p>Prices have been received from Munsons to reinstate the wall, work needs to be done in stages. It will cost £5-6000's. We need to look for Funding. IB has some contacts. Perhaps Parents Association may organise 'sponsor a brick'.</p> <p>The pathway and gulley in the playground will be repaired after the works are completed.</p> | |
| 8. Health and Safety | <p>Accident Slips</p> <p>Pathways</p> | <p>Thanks to HM for her analysis of the slips, not yet complete for this term. Jon seems to be on the ball with pathway problems etc.</p> | |
| 9. Safeguarding including Audit review | | <p>TE showed the pie chart summary of the review and highlighted the red items that need addressing. This has been 'work in progress' since 2017. Some items may have improved since then. In Sept the plan is to create a 5 year plan to establish the full requirement of the review. There is evidence the school is progressing, addressing safeguarding issues. Holding evidence is difficult sometimes to establish what we already do achieve.</p> | |
| 10. Steering group update/Governors Day | | <p>Nothing is happening yet with the Steering Groups.</p> | |

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| | <p>Sara Williams to be Attendance Governor Clerk for Governors</p> <p>Presentation to Deeping St Nicholas Tuesday 16th July</p> | <p>Proposed by R Nicholas, Seconded by I Braid, all agreed. RN mentioned that he needed to access professional advice, County do provide clerk service and would mean the use of someone up-to-speed. This service is a full package and will keep us going until after the Federation is up and running. Proposed by R West Seconded by R Nicholas, All agreed. The Stukeley Federation details were discussed, including the format of the governing body. Again thanks to Mossop and Bowser for all their help. Proposed Presentation, proposer R Nicholas, Seconder S Williams, all agreed unanimously.</p> | |
| 11. Policies | SEN | <p>R West is sorting out a diary of the Policies existing and new to be accessible and consistent. All policies are to be ratified by M&B, the need to train staff in house in their application was mentioned. Cannot always take children with EHC. We need to consider an amendment next time. And I Braid to be named as relevant Governor.</p> | |
| | <p>Marking and feedback Mobile Phone Safety & Acceptable Use</p> | <p>Proposed/Seconded SW/IB HG/RS</p> | |

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| | Smoke Free | IB/SW | |
| | Use of Photography | RW/IB | |
| | Whistle Blowing | HG/IB | |
| | Behaviour | IB/SW | |
| | Intimate Care | HG/IB | |
| | Complaints (new LCC Model) | RW/HG | |
| | Managing Serial and unreasonable complaints | HG/IB | |
| | Absence Management Policy and Procedure | IB/MD | |
| | Appraisal Teaching Staff | IB/MD | |
| | Appraisal Non-Teaching Staff | IB/MD | |
| | Capability | IB/MD | |
| | Employee Discipline | IB/MD | |
| | Pay | IB/MD | |
| | | All approved unanimously | |

The meeting Closed at 20.00

Signed:Chair of Committee

Date: