

SIMMONDLEY PRIMARY SCHOOL

FULL GOVERNING BODY

Tuesday 17th January 2017 6.30pm at school

	Governors present and apologies	
	<p>Present: Mr K Clark (Parent) Mr P Winterbottom (Parent) Mrs D Greaves (Headteacher) Mrs G Ellison (Staff) L Acton (Co-opted)</p> <p>Attended by Mrs J Haigh (School business officer & minute taker)</p>	
	<p>Apologies: Mr B Billson, Mrs C Wood, Ann Williams (Clerk)</p> <p>Apologies accepted</p>	
01.01/17	<p>Welcome Ken Clark welcomed all to the meeting</p>	
02.01/17	Governing Board Matters	
	<p>a) Membership Possible 4 new governors 3 Co-opted, 1 Local Authority</p> <p>Natalie Hazelhurst met by L Acton. Mrs Hazelhurst has experience in marketing and business studies- very keen but worried about the time commitment. Needs plenty of notice for meetings etc. It was felt she could be very valuable as a governor.</p> <p>Ken Clark met Martin Jolly –a grandparent of pupils. He was Deputy Director of Education for Tameside and a former Headteacher (other members of the family are also Headteachers). He also has finance experience and had been involved in training governors. Plenty of useful aspects for the governing body.</p> <p>Chandra Wood has met with Sarah Hanley – will report later – Mrs Hanley has a social care and safeguarding background. Although Mrs Wood was unable to attend the meeting she had reported back that she felt Mrs Hanley would make a good governor.</p> <p>Martin Jolly and Natalie Hazelhurst were voted onto the</p>	CW

	<p>governing body and will be invited to the next meeting.</p> <p>Mike Tomlinson, who has yet to be interviewed, and Sarah Hanley will be voted on (or not), at the next meeting.</p> <p>b) Richard Jenkins has resigned from the governing body. Richard's immense contribution to the school was recognised and a letter will be written and something will be put in place by the school to recognise this contribution.</p> <p>c) Declarations of Interest/Confidentiality No declarations of interest</p> <p>Any other urgent business UK Sport have requested that they can run a club over the half term. This would be run either in the grounds or in the hall depending on the weather. They would be key holder if the governors agreed. The governors agreed</p>	DG school CW Governors
03.01/17	<p>Minutes of Previous Meeting</p> <p>a) Approval of the minutes of the previous meeting Governors agreed the minutes</p> <p>b) Matters arising from the minutes PART TWO CONFIDENTIAL FOR- Leadership and Management time.</p>	
04.01/17	<p>Delegated responsibilities Deferred to the next meeting when we will have more governors. We have had whole staff Safeguarding training. The Safeguarding audit has been completed by Mrs Ellison but now needs signing off by the chair of governors. 'Run, Hide and Tell' training completed by DG and this has been passed on to teachers</p>	
05.01/17	<p>Policy Review and approval Approve: Social Media Policy Approved.</p> <p>Twitter and Facebook now being used by the school as a</p>	

	<p>marketing tool.</p> <p>Review: Online Safety Policy update in progress – to be agreed at the next meeting</p> <p>Charging Policy Approved</p> <p>Children Missing from Education Policy Approved</p> <p>Collective Worship Policy Approved</p> <p>Harassment/Vexatious Complaints Policy Approved</p> <p>Equality Policy Approved</p>	
	School Improvement	
06.01/17	<p>Feedback from the SIRR meeting Met with Jude Boyd yesterday, report not yet available, but it was a positive meeting and the school still assessed as ‘good’. The challenges meeting the school are ‘progress from starting point’ which is a new assessment from Early Years Good Level of Development to KS1 expectation despite the two frameworks being separate and unrelated in the past. This has been brought in by the DFE that has been brought in without consultation. Disadvantaged children are being compared to all children. A copy of the SIRR report will be circulated to governors when received.</p>	DG
07.01/17	<p>Governors’ involvement in Self-Evaluation Completed on the basis of the OfSTED report. Governors to monitor and evaluate. We need to look at how governors will monitor. We have had a Link Governor visit once a year. Mr Clark said that learning walks would be valuable for governors if at all possible (the unions are opposed to these). One will be booked in for two governors.</p>	DG to arrange and send 20 questions for governors self evaluation to CW
08.01/17	<p>Review of School Improvement Plan Improving the role of subject leaders. Subject leaders have</p>	

	<p>agreed to pair up with a colleague to plan a lesson and then deliver it. This will be carried out this half term.</p> <p>Trying to improve all teaching to outstanding. Shanghai Maths training undertaken by Mrs Ellison and Mrs Constantine. We have accepted a placement for an SENCO masters student and looking towards an NPQH student as well. Now teaching at greater depth in many areas which is part of our School Development Plan.</p> <p>Concentrating on spelling using 'No Nonsense Spelling' which is having good impact. Using an assessment and tracking system which is more accurate and has been rolled out to teachers.</p> <p>Developing a growth mind-set will be leadled by Mrs Collyer and will take two years to implement and embed.</p> <p>Outdoor learning environment to be developed where possible within the limitations of the budget. PTA funding is being used to support this. Devolved money being used for the reception playground resurfacing and fencing.</p> <p>Governors noted that there was a lot of good work going on.</p>	
<p>09.01/17</p>	<p>Chair's Report Deferred to the next meeting</p>	<p>CW</p>
<p>10.01/17</p>	<p>Committee Reports</p> <p>Evaluation of spending plans and end of year provision Generally some money remaining from Universal Free Schools Meal Grant, but we don't know how much yet. Learning Resources now stopping spending from this budget as it has been fully spent Increase in pupil numbers by 6 since the budget was estimated for next year– approximately an additional £15,000 Should meet the estimated shortfall for 2017-18 from this year's budget.</p> <p>Budget Plans Abbie Taylor from DCC is coming in to set the budget on 28.03.2016 governors have been invited</p> <p>Schools Financial Value Standard (SFVS) Already circulated with the amendments agreed at the previous meeting. There were no more comments or amendments and it was agreed.</p>	

	<p>Review Insurance It was agreed that we would stay with Derbyshire County Council for all insurance cover</p> <p>Extended Services Debts Due to the amount of time that is being spent chasing late payments for the before and after school club, it was decided by the governors that a letter will be sent informing parents that full payment of all invoices must be made before the 1st of the month or their place for their children will be cancelled. This will take effect from 1st March 2017.</p> <p>Health and Safety Self-Audit Mrs Greaves will download the audit form and Mr Winterbottom will help complete this with Mrs Greaves</p> <p>Supply Spend Reported – should be just within budget with offsetting income</p>	DG/JH
11.01/17	<p>Governors' visits into school</p> <p>a) Feedback from Governors visits into school No formal visits reported There is to be a signing in book just for Governors so that there is a record of how often they come into school</p> <p>b) Arranging Governors' visits into school Learning walk to be arranged focusing on Writing. Other visits to be arranged when we have a full complement of governors again.</p>	
12.01/17	<p>The School Website – update Governor section Some aspects are out of date – will look at this when the new governors have started</p>	
13.01.17	<p>Publish proposals and admission arrangements Discussion deferred to next meeting</p>	
	Governing Body matters	
14.01/17	<p>Ofsted and the effectiveness of Governance Discussion deferred to next meeting</p>	
15.01/17	<p>Governor Training</p> <p>a) Feedback from the Governor Briefings and planning for next briefings None</p> <p>b) Feedback from training Perhaps one of the new governors will take responsibility for</p>	

	training. This will be discussed at the next meeting	
c)	Training needs Deferred to next meeting	
16.01/17	Correspondence PART TWO CONFIDENTIAL FOR REDACTED	
17.01/17	A.O.B. Headteacher' Performance Management Deferred to next meeting UK Sport half term club It was agreed that it would be beneficial to allow UK Sport to run this club during half term and that it would be acceptable for them to be key holders.	
	What have we achieved tonight Outcomes for our pupils Increasedthe size of the governing body Extended services debt policy	
	Date and time of next meeting Tuesday 14 th March 2017 6.30pm The meeting closed at 8.05pm	