



MINUTES OF THE LOCAL GOVERNING BODY MEETING OF BRIZE NORTON PRIMARY SCHOOL, HELD ON MONDAY, 19.3.18 at 5. pm AT THE SCHOOL

NO.	ITEM	ACTION
11.18	<p>(a) GOVERNORS PRESENT: Miranda Mowbray (MM), (Community Governor), (Chair LGB), Chris Rushton (CR), (Community Governor), Anna Fairhurst (AF) (Headteacher), Alistair Doran (AD), (Vice Chair LGB), (Parent Governor), Bridget Winter (BW), (Staff Governor), Jon Conner, (JC) (Community Governor) Christine Eaglestone (CE), (Community Governor), Tracy Barnet (TB), (Community Governor) and Peter Allen (PA) (Clerk).</p> <p>(b) APOLOGIES AND APPROVAL FOR ABSENCE: Alex Skym (ASk), (Community Governor).</p> <p>(c) CONFIRMATION OF QUORUM: Quorum confirmed</p> <p>(d) DECLARATION OF INTEREST: Declaration of interest/attendance sheet completed. No interest recorded</p> <p>(e) RESIGNATION: Angus Shipway (AS), (Parent Governor). Later in the agenda the Chair read a letter of resignation from AS. Chair had already sent an email of thanks to AS for his work on the LGB. Agreed that in view of the forthcoming audit it would be prudent to hold off new elections for the time being so any skill gap can be focused. In addition, it would also be helpful to give the LGB time to induct the two new governors.</p>	
12.18	<p>MATTERS OF URGENCY:</p> <p>(a) "Getting Ready for GDPR" - As requested by David Locke ODST the video was shown. Governors were very pleased to have this introduction to a big job and equally pleased that David is taking on the role of Designated Officer. They look</p>	HT

	<p>forward to getting the model policy and procedure from ODST in due course.</p> <p>(b) CCTV - agreed that this be installed in the common area. HT went through the Policy. After discussion policy agreed by the LGB. To start immediately. Notification to be put on the Website and via parents' newsletter. HT would also run it past David Locke to see if he would like to add anything to the policy.</p> <p>(c) Schools minister's (Nick Gibb) letter of congratulations to school informing the school they are in the top 1% of schools for attainment in Mathematics based on the summer results. Governors were delighted that the school's academic achievements had been noted at the highest level. Governors asked that staff and children be congratulated.</p>	HT
13.18	<p>MINUTES OF LGB MEETING held 17.1.18</p> <p>ACCURACY: Minutes agreed as an accurate record of the meeting, for them to be signed by the Chair and properly filed.</p> <p>MATTERS ARISING:</p> <p>(a) Min 3.18 TB confirmed that she had no changes for previously signed Pec. Register and agreement to the governors' code of practice.</p> <p>(b) Min2.18 - A meeting of the governor PermEx Panel, following the IRP, had been held - see confidential email from Chair to Governors with PermEx Panel's conclusion. No discussion was held on this matter.</p>	
14. 18	<p>HEAD TEACHER'S REPORT AND SCHOOL IMPROVEMENT PLAN: (Circulated and put on GovHub) (new figures in red)</p> <p>(a) HT asked by Governors to go through and clarify the predicted results 2018 (Based on Feb 2018 assessments)</p> <p>(b) HT Asked about exclusions - HT reported that there has been a two fixed term exclusions. Reintegration has taken place.</p> <p>(c) Monitoring shows that pupils' attitudes to learning and respect for others are good. See reports from Suzanne Lane(ODST) and Carol Phillips (HT Bampton Primary)</p> <p>(d) Governors asked about school attendance - now running at</p>	

	<p>96.4% This is an improvement on last year's 95.7% and national average of 96%</p> <p>(For more details please see HT's report. HT congratulated on her comprehensive report which reflected, apart from one area, a very positive narrative).</p>	
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<p>15.18</p>	<p>FEEDBACK FROM COMMITTEES AND LEAD GOVERNORS:</p> <p>(a) RESOURCES: CR, Chair of Resources, reported on the meeting held 6.2.18 (Minutes previously circulated) CR reported that there is a £55k carry forward. Governors wondered whether it would be clawed back by ODST but the CR said he understood from the Bursar that ODST are encouraging schools to develop a contingency fund. Having said that there would be a loss of £18K in respect of pupil premium/SEN children. Also there are a number of high priority projects that could usefully be funded by this carry forward. More investigation to take place by MM, CR, HT and BW. Importantly the present budget was on track (CR and BW left at this point).</p> <p>(b) PERFORMANCE AND LEARNING: TB, Chair of P and L, referred governors to meeting held 6.2.18 and the minutes previously circulated. TB reported that the HT had prepared a document which also highlighted areas of concern and action being taken. This is summarised in these minutes and governors were advised to file it carefully.</p> <p>(c) PREMISES, HEALTH AND SAFETY. A major water leak in the hall roof had occurred. It was hoped that this, and associated work could be covered by insurance. Governors have been asked to consider installing a high fence around the school in response to a request from a parent. A quote for the fence had been obtained this was £19K. After carefully considering a number of factors governors concluded that it could not be justified. Climbing frame - it was hoped that the school association would make a £5K contribution and governors agreed that the balance would be found by the school.</p> <p>(d) SEN: CE, Lead Governor drew attention to the review last week with Suzanne Lane of this area</p> <p>(e) IT: AD, Lead governor, apologised that due to work pressure he had not managed to get the laptops up and running. However he hoped to give it more time in the near future.</p>	
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<p>16.18</p>	<p>ODST COMMUNICATIONS - See in relevant headings above. Clerk also drew attention to the note from ODST re appointments which he had emailed to governors. Noted by governors</p>	
<p>17.18</p>	<p>POLICIES FOR RATIFICATION:</p> <p>The following were ratified:</p> <ul style="list-style-type: none"> (a) Curriculum, Homework, SEND (b) Dependent Children, Redundancy, Shared parental leave, Teacher appraisal, Time off in lieu, (TOIL) Whistleblowing (c) First Aid, Legionella and Scalding (d) Tackling Extremism and radicalism <p>(Regarding TOIL, governors expressed some concerns and thought for example that TOIL was not appropriate for inset days. Agreed final write off, of this policy be left to the HT and Chair of Governors after further consideration by them).</p>	
<p>18.18</p>	<p>TRAINING AND VISITS:</p> <ul style="list-style-type: none"> (a) Induction - JC has completed his induction course (b) Governors visit - Governors had previous to the meeting attended an all day visit to the school. (c) The Chair and TB had done a mid term review. (d) The Chair, AD and TB visited to discuss staffing structure with HT (e) TB to run a further skills audit. 	
<p>19.18</p>	<p>AOB:</p> <p>CONFIDENTIAL ITEM - SEE CONFIDENTIAL MINUTE</p>	
<p>20.18</p>	<p>DATE OF NEXT MEETING: 16.5.18 AT 7pm. Meeting closed 8pm</p>	

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