

**Grindleford Primary School**  
**Full Governing Body Meeting**  
**Tuesday 30<sup>th</sup> June 2015, 7:00pm, Grindleford Primary School**

**1865 Present**

Nicola Luscombe (Co-opted Chair)  
Mike Nolan (Co-opted)  
Leonie Hill (Head Teacher)  
Victoria Village (Staff standing in for RS)  
Robert Bingley (LEA)  
Paul Hayes (Associate)  
Helen Illigworth (Parent)  
Helen Mottershaw (Clerk)

The meeting opened at 7.03pm

**1866 Apologies**

Apologies were received from BK who was working abroad. Also from JF, family commitment and JC who was unwell. All apologies were accepted by FGB.

Becky Harby (Co-opted) apologised for her late arrival at 7.07pm. Family concerns delayed her arrival. Accepted by FGB.

**1867 Welcome**

NL warmly welcomed two new members to the Governing Body.

Helen Illigworth the newly elected Parent Governor and Becky Harby – Associate Member. Both new members bring desirable skills to the Governing Body and have already shown great strength and commitment during Gallop fund raising and securing planning permission for solar panels

**1868 Declaration of interest in any agenda items**

No Governors declared any interest.

**1869 Matters arising from previous minutes**

**25<sup>th</sup> Nov 2014**

1828 – (6) LH has spoken with Audit team and HM does not have to take minutes at sub-committees. Action agreed by FGB.

#### **4<sup>th</sup> Feb 2015**

1837 – SVSF GPS Disaster Recovery Plan to be Clarified and amended. L & M Sub Comm – This point has been referred for discussion to the Autumn term meeting. **NL to action**

1838 – (2a) Following the discussion at FGBM 5<sup>th</sup> May, LH made the point that the library update is an on going process, with books and materials being added as new topics arise. The FGB briefly discussed this approach and approved the method as being a sensible solution as it addressed the needs of the pupils in a more direct way. Agreed as actioned.

1838 – (2b) LH reported that E-safety and Stranger Danger was an issue incorporated in many aspects of school life. Pupils are being made aware of these issues during assemblies, ITC lessons and through visits into school by appropriate individuals or bodies. A discussion took place and the FGB agreed that the appropriate action had been taken.

1838 - (3b) LH has investigated the method of lighting needed for the steps between the top and bottom playground. Solar lights may not be the solution as the lights are most needed in Winter when there is least sunlight. Therefore LH proposes to purchase lights, which have a timed push switch to be used when needed. The FGB were all in agreement that this was the best solution but urged that the lights were in place very soon after school resumed in September. **LH to action**

1839 – (3d) NL & JF have been into school and KS1 assessment has been completed. Because of time commitments KS2 is still in progress and will be completed in the Autumn term

1843 - Literacy – JF & Maths – MN the assessments are still on going. A busy school schedule and time constraints have hindered the completion of the assessments. JF & MN will appraise the FGB at the Autumn meeting.

NL led a pupil/Governor assembly. Feedback from pupils has been very positive.

School council – Governor has not been able to attend due to work load - **BK to action**

The minutes of the meeting 4<sup>th</sup> February 2015 were approved by the FGB pending the outstanding items being actioned.

#### **5<sup>th</sup> May 2015**

1859 – RB stood down as LEA Governor – writing to DCC re: his new role as an Associate member. Waiting for confirmation. **RB to action**

1860 – Private School Fund – Neil Roden has agreed to audit this fund for the foreseeable future. Approved and agreed by FGB.

The minutes of the meeting 5<sup>th</sup> May 2015 were approved by the FGB pending any outstanding items being actioned.

### **1870 New Governors set up on Googledrive**

The new Governors have been set up on Googledrive and had brief instruction in how to navigate the system. All Governors are now able to access and use Googledrive for GPS Governors meetings and correspondence.

### **1871 Governing Body membership**

There has been another enquiry regarding becoming a Co-opted Governor. After a brief discussion, the FGB agreed to review the membership and the position regarding transition, at the first Autumn term meeting.

### **1872 Chair's Report**

A copy of the Chair's Report had been circulated before the meeting. NL had also sent out a recommended reading list of bulletins for all governors and all Governors confirmed they had received it.

The Safeguarding requirements had been updated and already adopted by GPS in Autumn 2014.

NL asked that all sub-committees raise the point of 'declarations of interest' at each meeting, as is done at each FGB meeting. This would reinforce the neutrality of the Governing body at all levels. This was approved and agreed by FGB.

Ofsted frame work has been updated.

There is another DCC Governors training programme available if any of the new Governors were interested.

NL went on to talk about HV cluster training. The network of 'good practice' this sort of framework provides is invaluable. PH asked about funding for this, it could be available out of the school budget. There was interest shown by some members of the Governing Body about attending this training.

NL concluded that there were no letters, notices or complaints to be addressed.

### **1873 PTA Accounts**

The PTA sent a copy of their accounts to FGB, which show a very good balance. The PTA is hoping to use the funds to improve the reading ability at GPS. The PTA was thanked for their hard work fund raising for GPS.

### **1874 Chrome Books**

The Governors were asked for their approval to purchase Chrome Books for the school. Initially they would be used in Class 3, but would become available throughout the school. Both NL and Richard Petts were very impressed with the system. The pupils were also very keen.

MN asked who would administer the books if RP was not available for any reason. There are other people to step in that eventuality and there is a very good IT support for the scheme. There was already an example in GPS.

The cost was discussed, £5500, a considerable sum, the FGB agreed that the benefits were worth the investment. FGB agreed and approved purchase.

There was a discussion about how the funding for this purchase would be derived. £1539 would be used from Devolved Capital and the remainder would come from school funds. LH would approach PTA for other funds to meet the needs of the purchase. This was agreed and approved by FGB. **PTA funding to be actioned by LH**

### **1875 Governor visits feedback**

The Governors have all tried to visit GPS during the last term.

The general feedback was that the pupils were very engaged in their lessons and very happy to be at GPS. All comments received from pupils were positive.

The Governors who had been into school all agreed that they continued to see a harmonious and contented environment.

### **1876 Safeguarding**

The DCC Safeguarding Policy has been adopted by GPS.

The DCC Safe guarding Audit is to be submitted in September 2015.

There will be a Staff and Governors mandatory induction re safeguarding in the Autumn term. **NL to action.**

Details of PSHE / E safety / Safeguarding is to be uploaded onto the website.

**1877 SEN**

There are two pupils with Statements in school at present. One of them is about to leave in July 2015.

Both are working up to their abilities.

**1878 SIP evaluation**

The period 2014/2015, is difficult to evaluate as yet. The curriculum has been established, but not enough data is available to evaluate progress robustly.

The review of Achievements & Standards is referred to in general terms in this Minute and in the Head Teacher's Report – Minute No: 1879, but specifically in the SIP Evaluation Report.

There has been improving progress in reading and writing in each year group. The new curriculum has set objectives in each subject and year group. There are no guidelines from Government and no benchmarks have been set, locally or nationally to assist in marking or evaluation at this time. There should be some data emerging by December 2015.

Action Plan - A new writing system has been introduced throughout GPS. There are more varied pieces required for each topic. Each piece has 3 spellings marked.

There is also a 'buddy reading' system to work in tandem with the written pieces. This involves all 3 classes being interactive and working with each other. The feedback from pupils has been very positive. Ofsted were satisfied with the system and the results.

Work is to be evaluated by random selection to scrutinise all levels of work. The first and last piece of work will be compared to monitor progress. The writing of the Y5 cohort, which has shown to be weaker than other cohorts, has shown a continuing improvement and continues to be monitored.

AB is to be used to intervene with small groups across all year groups to strengthen and develop the reading and writing skills.

KS2 SATs results are not available until early July 2015 and comparison with the previous year would be difficult due to a change in marking.

Action - NL and BK to audit pupil voice KS1 & KS2

Staff levels are deemed to be good for 2015/2016.

Whole school curriculum map to be assessed – evaluated positively.

The opportunities to try sports using taster sessions and afterschool clubs have been increased. Pupils, staff and parents with have all given good positive feedback about these sessions.

The Ofsted report was very encouraging. They were very happy with the books and assessments. Teaching was rated as good with 2 outstanding lessons. RS – good 83% O/S teaching. Website – very good. Communication – very good. School Council – not quite understanding the purpose and needed good guidance.

Ofsted picked up on pupils not having enough understanding of democracy and voting, and the concept of British values.

A new SIP is to be implemented from September 2015 to July 2016.

The Sip evaluation report was made available to all Governors prior to the meeting.

### **1879 Head teacher's report**

LH started her report by discussing the change in the number of pupils during this academic year. GPS had gained 1 Y4, 2 Y5 and 1 Y6 but had lost 1 Reception child and 1 Y4 to Hathersage due to relocation, and 1 Reception and 1 Y3 to Eyam.

15 Y6 pupils would leave in July, 8 to Hope Valley, 6 to Lady Manners and 1 to Sheffield High School. There would be 10 new starters in Reception in September 2015, which would make the school roll 70. There had been another application and 2 others looking to apply, but these had been turned down by DCC due to the impracticality of the class sizes it would present. DCC agreed the figure of 70 pupils as the classes stood, was a practical and workable figure within the constraints of space and staff levels.

LH went on to talk in detail about some of the financial aspects of her report.

Supply Teachers salary – this shows an overspend relating to additional costs for the Ukulele teacher covering the Wider Ops for CI 3.

Tau Chi – here again there was an overspend as CI 3 were now included. Originally only budgeted for CI 1 & 2.

UFSM Grant – the grant exceeded the amount paid out to DCC for the FSM, this resulted in an underspend showing a profit.

Whitehall – overspend, partly as it was allocated to the wrong budget. This was discussed at the last F & P meeting and this will be amended to the correct budget.

LH discussed the specialist teaching of phonics and HFW. Staff at GPS worked hard to gain high standards.

Y1 – 100 HFW – all pupils knew 50 plus. 2 pupils knew 80 plus.

Y2 – lots of progress made – 2 pupils very good

Y3 – 100 HFW all knew 90 plus – 200 HFW all knew 160 plus

Due to the change in curriculum – See SIP Minute 1878 – assessment without levels, the Governors had undertaken to do more work scrutiny as outlined. This will include a comparison of first and last piece of work and random selection to assess progress.

Peter Gillian is to undertake the Summer Review of GPS. All governors would be invited to attend. Date and time to be confirmed. **LH action**

It had been brought to LH's attention that the playground was showing signs of 'splitting' in some areas and could be a potential tripping hazard. LH has contacted DCC and the playground was being assessed for repair, hopefully during the Summer holidays.

Solar Panels – LH thanked VV, AB and HI for their hard work in undertaking the solar panel project. They have done a superb job and the panels will be fitted during the summer break. The FGB all agreed that the project had been very successful and joined in thanking the staff and Governors involved.

LH then told the GB about staff changes at the end Summer term. As discussed at a previous meeting, MB would be leaving the school as the family were moving to Belgium. There was to be a collection and a presentation of gifts at the school fair to be held in July. She would be missed. Also Sophie, a Schools Direct Student would be coming in the July term to get to know GPS. She would then be starting her placement in September 2015.

LH concluded her report mentioning that 3 families with children at GPS, were being supported by Family Support and the Mat team.

There had been no instances of bullying, no exclusions and no racial abuse reported since her last report.

All members of the Governing Body had access to the report prior to the meeting.

### **1880      Actions for next year – at 1<sup>st</sup> Autumn meeting**

Discussion – when recruiting new Governors or Associate Members. We must evaluate the skills, strengths and weaknesses of the GB

in order to maintain, enhance and reinforce the skillset of the GB. This was agreed by FGB to be done following the self-assessment due at the first Autumn meeting.

NL – to establish GB newsletter – to be completed before Jan 2016

FGB to agree Governing Handbook / SIP / F & P

Disaster Recovery Plan – Minute 1837 Feb Meeting

Set agenda for the year 2015 / 2016

**1881 What have we done to improve the outcomes for the children during this meeting?**

The Governing Body approved the purchase of a new learning tool to increase the potential of each pupil.

Welcomed new Governors to the Governing Body to diversify and enhance the skills within the Governing Body.

Meeting closed @ 8.45pm

**Next meeting of the Full Governing Body: 20<sup>th</sup> October 2015**

**(1<sup>st</sup> Autumn Meeting)**