

Grindleford Primary School
Full Governing Body Meeting

Tuesday 11th October 2016, 7:00pm, Grindleford Primary School

1959 Present

Nicky Luscombe (Chair, LA)

Mike Nolan (Co-opted)

Leonie Hill (Head Teacher)

Juila Fletcher (Co-opted)

Helen Illingworth (Parent)

Paul Hayes (Parent)

Vikki Village (Staff)

Barbara Kwiecinski (Co-opted)

Peter O'Brien (Co-opted)

The meeting opened at 6.48pm

1960 Apologies

Becky Harby – Away on Business

1961 Declaration of interest in any agenda items for this meeting

Miss Village declared an interest with agenda item 10.

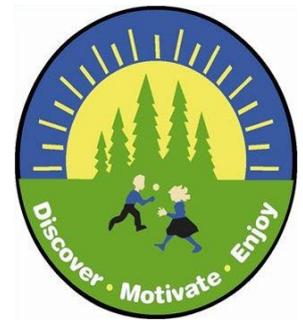
1962 Return of signed Declaration of Business Interest Forms

All forms returned from members who attended. LHi to collate and pass onto the new clerk when in role.

1963 Information and Updates from the Clerk. Meeting Schedule

Gov support website – google and within this area you can navigate around Clerk and Governing Body bulletins etc. NL to email out

1964 Nominations for Chair and Vice Chair



BKw was universally voted in as Acting Chair, with JFI being voted in as vice-chair.

1965 Vote on for New Members

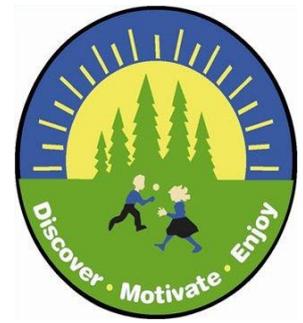
The three prospective candidates had been contacted about coming in to meet the Governors and have an informal meeting. We have two spaces, a co-opted and an LA vacancy. This situation has been fully explained via email to all of the candidates. We met with Jenny Doyle, Cynthia Nettel and Trevor Higginbottom. A discussion was held in relation to school skills set and brief introductions that the candidates had already sent around.

The governors voted unanimously to invite JDo on to the Governing Body as a co-opted governor. The other two candidates will be advised of the process to apply for the LA governor. **Action NLu**

1966 Governor Skills Audit

We have had mostly green items for a number of years now, so we'll just concentrate on red or amber items. NLu advised that there are two audits that you can do, this one and a skills audit, which could be alternated every year.

1. Governors are inducted effectively into their role – PO'B said he has been given all the written/verbal information and that he didn't feel that he hadn't been given any information that he needed. He feels that he now needs to find out if the Induction was ok. PHa and Hll both said they had done their induction training in the previous year and voted for this to go to a 1.
10. Staying red – hopefully this situation will improve with a new Clerk to Govs in the Spring 2017.
11. Well attended – green
14. green
15. All gvs are aware of strengths and weaknesses of school. Green
16. Governors do contribute to and ensure that the school Improvement Plan reflects the outcome of the SES, but it needs to continue to be on the Governor Action Plan.
18. green
19. green
26. Governors would like to add this onto the action plan to investigate how to celebrate the wider achievements of the pupils.



27. PO'B instigated a big discussion about how we know about observations etc

28. green

31 + 32. The governing body need to seek the views of parents/carers and pupils more systematically.

33. Governors are starting to liaise with subject coordinators but this needs to be more robust.

All the rest are marked as green.

1967 Minutes of the Previous Meeting (12.07.16) and Matters Arising

PHa should be down as Parent, with JFI down as Co-opted.

1909 Completed

1876 When we look at the schedule of meeting NLU will come in and deliver the Safeguarding training, sometime after January.

1951 Class 2 has been refurbished over the summer.

TA interviews have been held and a candidate appointed.

1952 BHa and JFI to come into school to see maths and ask the children about the new writing system.

1956 Google Drive needs to be put back on the agenda. Training to be decided.

Governer DBS checks need to be carried out.

Checked the SCR which has been updated and is complete.

Safeguarding audit has been completed and an action plan has been written, which governors need to monitor.

Attendance record for govns is still outstanding, which needs publishing on the website.

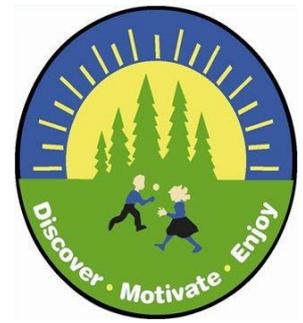
LHi add policies to website; inventory onto Integris; daily fire check record to be done.

Safer Recruitment needs doing –LHi, online training?

The Full Governing Body accepted the minutes as a true record.

1968 Policy Review

Governor Handbook:



The Gov handbook was circulated prior to the meeting.

Page 5 was approved

Page 7 was approved

Page 9 Meeting schedule. The days for the subcommittees and FGB meetings were agreed but the meeting schedule will be redrafted and sent out for approval.

Page 11 Contact details of the Governors were updated.

Page 12 Membership of the governing body was discussed and governors agreed their roles.

Page 14 As approved

Page 17 The terms of reference for the subcommittees will be agreed at the pertinent meetings

Page 30 Was approved

Page 50 and 51 Named governors. Governors accepted and agreed their roles.

Page 55. Governor visits to school were agreed

The policy list has been updated

Page 70 Expenses policy is unchanged and was approved.

Page 73 The Financial regulations are unchanged and were approved

The handbook was agreed

1969 Safeguarding Audit and SCR Check

The action plan was forwarded to the governors prior to the meeting and was acknowledged.

The actions will be completed by the Head teacher in due course

1970 Staffing Issues

The Governors unanimously approved the Head teachers request to award the incremental point for Miss Village after successful completion of Performance Management targets. LHi to action

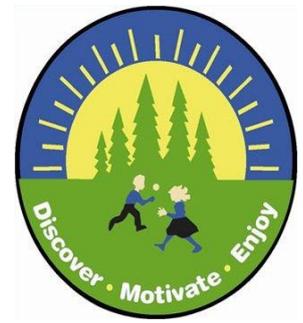
The School clerk and clerk to governors' role has been advertised. JF, BK have volunteered to be on the interview panel.

1971 SIP Framework for 2016/2017

The SIP framework will be brought to the next meeting following the Head teachers attendance at the cluster meeting.

1972 Headteacher's Report

The Head teacher presented her report. (See embedded in agenda.)



Since the report the Environmental Health Inspector has attended the school who advised that the kitchen is at risk of being closed due to the wooden cupboards. This has been an action for DCC for a considerable time. The EHI advised he would report this to DCC again as he had done last year.

PH agreed to write a letter of support from the Governing Body to see if we can get DCC to speed up the kitchen renovations.

The playground repair has perished. The company are visiting the school to review on the 20th October. PO'B and PH agreed to attend this meeting to add the Governors weight to the discussion. The company are being very off hand and not taking the complaint seriously, stating that the surface is out of warranty, even though it wasn't when the repair was carried out.

The steps down to the playground are being completely removed and reset. DCC would only refund us £60 from the cost of the last repair, but hopefully this one will be of a much better standard.

1973 What have we done for the children of Grindleford Primary School at this meeting?

Decided the structure of the sub committees

Appointed a new co-opted governor

Completed succession planning for now

Nominated a new chair and vice

Looked at gov skills and rag rated them

Approved the gov handbook

Set in motion the safeguarding audit.

Ensured that the pupils of the school get the best possible deal they can

Set a plan for the kitchen and playground issues and governor input

1974 Date of Next Meeting 22nd November 2016

Meeting closed at 21:00