

Grindleford Primary School
Full Governing Body Meeting

Tuesday 4th July 2017, 7:00pm, Grindleford Primary School

The meeting opened at 7.10pm

2025 Present

Barbara Kwiecinski (Chair, LA)

Leonie Hill (Head Teacher)

Julia Fletcher (Co-opted)

Helen Illingworth (Parent)

Becky Harby (Associate)

Jane Campbell (Parent)

Cynthia Nettell

Vikki Village (Staff)

Beccy Ibbotson (Clerk)

2026 Apologies

Paul Hayes (Parent) – due to work commitments

Peter O'Brien – due to family commitments

2027 Declaration of interest in any agenda items for this meeting

No interests declared.

2028 Minutes of meeting held on 2nd May 2017

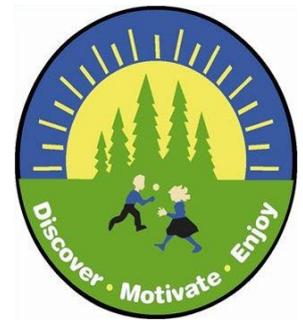
4.1

2017 (6.1 26) Home School Agreement to be sent out in September to children joining new classes. New reception starters have already been issued with the agreement – **Action Blb**

2017 (6.2 137) First Aid coverage ongoing. LHi and HII to meet before end of term – **Action LHi / HII**

2017 (6.2 157) Reminder to be issued to parents to inform school of any medical issues – being included in next newsletter. Action completed.

2017 (6.3 148) Risk assessments completed – Action completed.



2017 (6.3 164) Letter of complaint to be written from governors to play ground company – **Action PHa**

2017 (6.3 171) Tree survey – email to be sent to Peak Park asking for a list of recommended people for tender to be sent to – **Action LHi**

2018 Annex 1 and 5 signed and returned – action completed

2019 SIP has been colour coded – action completed

2022 JCa to look at dates for finance training – **Action JCa**

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

4.2

No matters arising from minutes.

2029 Head's Report

See attached head's report.

LHi explained that there has been a change in numbers since writing the report. The reception new starter number has reduced to 4 as one has declined the place. However, we have a confirmed new Y5 starting in September plus a new reception starter. [REDACTED]

Kitchen refurbishment – the asbestos canopy is booked in to be removed on Saturday 8/7/17.

Second coat on door yet to be completed – **Action Bib to chase**

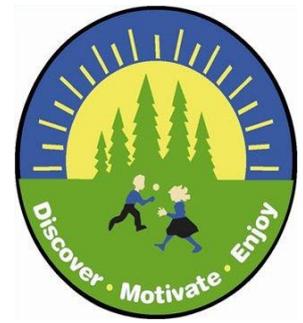
2030 SIP

LHi updated the governors on the progress of the items detailed on the SIP. The majority of the success criteria has been achieved. In the areas that the percentage has not been reached it is due to 1 or 2 children missing the level of age related expectations.

2031 PTA / Gallop Accounts

LHi explained that the PTA had shared their accounts with the Governors for information purposes only. The accounts show that the PTA is in a healthy position with the main fundraising activity being the Gallop.

BKi had attended the last PTA meeting and had found it helpful to gain an insight into how the PTA runs.



2032 Chair's Report

This year has been both busy and eventful. Changes to the governing body and the appointment of a clerk to the governors, have made a positive impact on the life of Grindleford school, staff and students. Our diverse skill sets has added value to the governor complement.

I am sure that we would all agree that communication from Beccy has dramatically helped us all. In particular, I must mention her understanding of the school budget requirements and positive liaison with the LEA. The number of governor visits to school has increased dramatically and been well received. Thank you to fellow governors for your very positive documented feedback; in addition to all school staff for allowing this openness.

I would like to thank fellow governors for your support of me. After a very 'hands on' approach in this academic year I intend to work with you all in a more strategic way from now on. I have looked closely at the 'Competency Framework for Governance' which clearly defines our roles; including the chair's role separately. If I was to self-evaluate in my context I would find many gaps.

In order to move things forward I am suggesting the following:

- I intend to meet with the Primary Chairs of Governors, convened by Jackie Waller. If it is not possible for me to attend as was the case on the 12/06/17, to delegate this responsibility to the vice-chair
- To liaise more closely with the Derbyshire School Governors association and feedback to the appropriate sub-committee and Full Governors
- To extend self-evaluation of my role to gain feedback from you all
- To develop our governing body self-evaluation to link closely to the school development plan
- To ensure that all safeguarding issues are understood by all and to inform of OFSTED expectations within this context.

The chairs report was well received. The Governor self-evaluation will be completed at the start of the new school year.

Competency Framework for Governance to be dropped into the Google Drive – **Action Bib**

2032 Feedback from Subs

Leadership and Management – 20/6/17

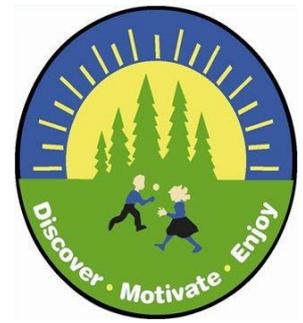
PHa was unable to attend due to work commitments, POB attended in his absence.

164 (151) - JCa was unanimously voted on as clerk.

164 (156 / 137)) - Hll and LHi have not managed to meet to discuss Health and Safety but will do before the start of the summer holidays.

165 There were no policies to review at this meeting.

Finance and Premises – 20/6/17



All governors were present.

192 (148) Risk Assessments have all been completed.

192 (171, 186) Kitchen refurbishment, tree survey and the shed discussed as part of the Head's Report.

193 Finance Report Scrutiny - LHi ran through the 2017 Summer Terms 5 & 6 Governor Report. The report is slightly out of date as we have received confirmation of a new reception starter and a new starter coming into Year 5.

The report shows the overlap of having two teachers covering September until Mrs Slack starts her maternity leave. This will help with the provision of extra help with the reception new starter. LHi confirmed that herself and Hll had interviewed Suzanne Clifton, our Schools Direct Student, on Friday 16th June and they had offered the job to her.

LHi advised the governors that she had been in contact with the Health Visitor who confirmed there were 5 children in Grindleford within the birth range for September 2018 reception intake. LHi to contact other local surgeries to see if there are any more. **Action LHi**

JCa to leaflet houses sold in Grindleford – **Action JCa**

Hll and JCa shared their spreadsheet of marketing ideas with the rest of the committee. Hll suggested placing an article in local parish magazines in their summer editions. **Action Hll to investigate**

PHa and JCa to come in and meet with LHi during Autumn 1 to work through some budget proposals. **Action LHi / PHa / JCa**

LHi informed the governors that the Toddler Group was to restart in September led by Mrs Burnip and Mrs Weston.

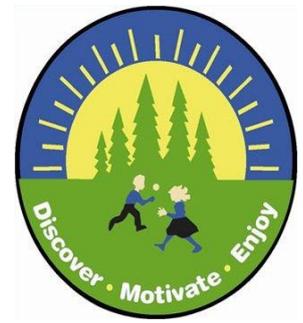
194 Playground – Governors were given an update on the quotations received to date. Blb to contact more companies and feedback at the next F&P meeting – **Action Blb**

195 No policies were reviewed at this meeting.

Achievement, Standards, Learning and Teaching – 27/6/17

All governors were present.

38 (29) Suggestion of a Safeguarding assessment from pupil's perspective to be taken to L&M sub-committee – **Action LHi**



39 No smoking policy was reviewed in Spring 3

40 SEN policy – displayed on Website. All the information is in date. Governors approved the policy.

41 Summer review information was discussed but at this time the SAT scores were not available. Updated information covered in the Head's Report.

42 Work Scrutiny – CNe and JFI have both visited.

CNe focused on cursive writing and spelling. She visited all three classes and identified links between the use of cursive writing and improved spelling. Cursive to be introduced into Class 2 in 2017.

JFI focused on interventions, resources, how this works with other teachers, identification of strengths / processes. She met with Aba and discussed the strategies and processes used. How PPA cover is useful as can see children implementing strategies taught in interventions. Tracking of progress and evaluation happening termly or in class. Overall the scrutiny was very positive.

LHi to contact a maths consultant at DCC to ask about work scrutiny and greater depth – **Action LHi.**

45 Cluster Monitoring – LHi to attend HT cluster meeting to discuss NFER schools

46 SEND – Educational Psychologist coming on 4th July to see 3 children

47 Governors Visits – BKi has visited with the School Council on several occasions on the lead up to the Auction of Promises. The children were fantastic and an amazing amount was raised. The governors agreed that it had been a great learning experience for all the children involved.

It was suggested that the School Council present an assembly to the school on the experience.

2033 Review of Governing Body Membership

JFI tendered her resignation from the governing body. The rest of the governors thanked her for all her hard work - **Action Blb to email governor support**

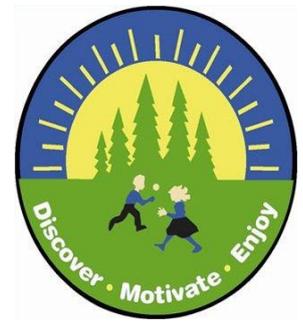
Governors to fill the vacancies of Vice Chairperson, Chair of ASLT and member of head teacher review – **Action ongoing**

2034 Governor Training Updates

Training programme available on the google drive for the governors to view.

Safer Recruitment training – due to sickness LHi and Hll did not attend the course on the 4/7/17. LHi to look at future dates or consider completing the online training module – **Action LHi**

2035 What have we done at this meeting to improve the outcomes of Grindleford Primary School children?



Looked at the good progress the children have made and identified the areas where we need to focus.

Celebrated the diverse nature of the school and the different ways we educate.

Welcomed the openness of the school to the governors.

Made considerable improvement to the SIP with very few items to role forward.

Strengthened links between the Governing body and the PTA.

Strengthened the role of the chair by looking to work more strategically.

Celebrated the work of the governors (school visits / auction of promises)

Looked at future marketing ideas.

Started to look at the constitution of the governors for next year.

2036 Date of Next Meeting Thursday 12th October 2018.

Meeting closed at 8.30pm

Signed (Chair)..... Date.....