



Grindleford Primary School
Full Governing Body Meeting
Thursday November 30th 2017 at 7pm

Meeting open 7.05pm

2050 Present

Leonie Hill (Head Teacher)
Helen Illingworth (Parent)
Becky Harby (Associate)
Barbara Kwiecinski (Chair)
Jane Campbell (Co opted)
Peter O'Brien (Co opted)
Cynthia Nettell (LA)
Paul Hayes (Parent) (arrived at 7.15pm)
Richard Petts (Staff)
Beccy Ibbotson (Clerk)
Carolyn Downes

2051 Apologies

No apologies.

2052 Declaration of interest in any agenda items for this meeting

No interest declared.

2053 Introduction to Governors of Carolyn Downes

Welcome from the Chair to everyone. All the governors and staff introduced themselves to Carolyn.

LHi confirmed that CDo had visited the school on Tuesday 28/11/17. She met with LHi, had a tour and was invited to the meeting this evening.

CDo introduced herself to the governors. She came to live in Grindleford with her husband in 1976 moving from Basingstoke. She has four children who all attended Grindleford Primary School. Between the years of 1977 and 1989 she had at least one or more children within the school.



Her experience is in IT support before moving into management then retiring in 2009. Since then she has actively volunteered setting up the Grindleford community shop, fund raising monies for the project and now volunteers there and does the book keeping. She does not come from an educational background but has good financial knowledge and knows financial systems.

CDo asked if the governors had any questions. PHa asked what her reasons were for wanting to join. CDo replied that she wanted to give something back to the school which set her children on to a really good path. She no longer lives in Grindleford and has moved to Sheffield but likes to keep in touch.

CDo left the room. The governors discussed if they felt that Carolyn would be suitable. The governors unanimously voted her onto the governing body they felt that her skill sets met with the skills that they were looking for.

CDo returned to the room and the governors confirmed her acceptance on to the governing body. She was invited to stay for the rest of the meeting if she wanted. She agreed and rejoin the meeting.

Carolyn to be issued with the appropriate paperwork, Governor Introduction, Handbook. Governor support to be informed and DBS application raised – **Action B1b**

2054 Return of signed declaration of interest

LHi, JCa, POb returned completed forms
HII, BKi forms outstanding – **Action ongoing**

2055 Return of self evaluation forms

JCa, POb, BHa returned completed forms
LHi, HII, BKi forms outstanding – **Action ongoing**

2056 Minutes of the previous meeting held on 12th October 2017

2043 Contact CDo - Action completed

2044 2017 (6.2 137) First Aid Coverage ongoing – **Action LHi and HII**

2044/2022 JCa to look into finance training later in the new year due to house move.

2044 2029 Second coat on door. Still outstanding. It has been chased as part the snagging list outstanding for the kitchen – **Action B1b**



2044 192 Health Visitors aren't able to disclose the information. Debbie Greaves mentioned a Sufficiency document that might offer the information – **Action LHi**

2044 Social Media Policy on agenda so this will be discussed at this point.

2044 PHa and LHI met to talk about budget proposals, ongoing process part of Finance and Premises sub-committee - Actioned

2044 194 – Update on playground since the F&P meeting is that the surface has been removed and a plan is in place to get the surface jet washed. Two homes adjacent have offered their water and power supplies. Man power needed for the day. A shout to be put out via social media for volunteers – **Action JCa**

DCC are processing the matching funding bid. The three quotations for consideration have been emailed out to the F&P governors. Several questions have been raised that need to be answered. Blb to contact playground companies to gain information – **Action Blb**

The thought was that we would not be able to apply to the Duke of Devonshire charitable fund for the balance but this will be checked – **Action Blb**

2044 38 (29) Suggestion of a Safeguarding Assessment from pupil's perspective to be taken to L&M committee - Ongoing - **Action LHi**

2034 Safer Recruitment training for LHi and HII – Blb to check for a on line training program – **Action Blb**

2045 Meeting schedule updated - Actioned
LHi to contact Rob Bingley – **Action LHi**



2047 Glow items were purchased for Halloween and were a hit. Someone items left that can be sold next year - Actioned

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

2057 Leadership and Management

The L&M minutes from the 9/11/17 were made available to the governors before the meeting. These were reviewed and discussed

ASLT



The ASLT minutes from the 16/11/17 were made available to the governors before the meeting. These were reviewed and discussed. RPe was elected as Chair and BHa continues as Clerk.

Further updates to the meeting –

52 £50.00 voucher received from Squeebles following the mention RPe made on the blog.

59 RPe and POB are scheduled to meet on Monday 4/12/17

Finance and Premises

The F&P minutes from the 9/11/17 were made available to the governors before the meeting. These were reviewed and discussed

Further updates to the meeting -

199 (171) The kitchen works has got a list of outstanding issues. Bryon Parry has been into school and the list has been forwarded to the Andrew Rutherford who was in charge of the works. Blb to chase – **Action Blb**

199 (186) Tree survey – a company has been chosen and we are awaiting dates for the work to commence.

In addition to the Governor visits listed JCa volunteered to drive children to a sporting event at HPC on 24/11/17.

2058 Policy Review

SIP – the document is a work in progress. LHi ran through the document with the governors and they discussed the numbers of the cohort and the new National averages and how this equates to the children within the school. Due to technical issues the document could not be finalised.

Governors were asked to consider any items that they would like added to the SIP. A discussion has help about the develops and change of technique that are being enforced in the teaching of Maths. RPe is currently attending a 5 day course which is spread across the year.

Governors to look at the document and make feedback via email before approval is made – **Action All**

LHi to update the document before the next meeting - **Action LHi**

Teachers Pay Policy – this is a DCC policy– the policy was agreed and approved by all Governors



Social Media Policy – the policy was made available a few weeks ago to the governors and the suggested amendments have been made. The policy was approved by all Governors. The Facebook page is ready to go and has scheduled posts. Blb to email JCa with list of children whose consent has not as yet been received – **Action Blb**

2059 Chair's Report

Chair's report to be given on the 15th February 2018.

2060 Training Update

The training available to Governors has not been released for next year. Once these dates are available then they will be shared with the governors – **Action Blb**

BHa expressed an interest in attending SEN training, Blb to forward details when the training schedule updated – **Action Blb**

Blb informed the governors about the Governor Audit Training that she attended on the 22/11/17. She briefed the governors on the areas that were covered and highlighted the topic of the new General Data Protection Regulations which comes into force on the 25 May 2018. This regulation requires us to evaluate all the information we hold, why we hold it and how it is held. Several documents were made available to the governors to have a look at. Blb to look into the subject further and commence the process so that we are compliant - **Action Blb**

2061 What have we done for the children of Grindleford School at this meeting?

- Strengthened the governing body with the addition of our new Governor Carolyn Downes.
- Agreed immediate actions to be taken to improve the playground
- Made a start on the School Improvement Plan
- Started the process to ensure that staff and pupil data is properly protected
- Gained an understanding of the change in Math's approach for the future
- Agreed the Social Media Policy which will be a huge benefit marketing the school
- Demonstrated the governors and staff are working well to support each other
- Shown that the governing body is very transparent and synergistic

Meeting closed at 8.40pm

2062 Date of the next meeting

15th February 2018



Chair.....

Date.....