



Grindleford Primary School
Full Governing Body Meeting
Thursday February 15th 2018, 7pm

Meeting open 7.00pm

2063 Present

Leonie Hill (Head Teacher)
Becky Harby (Associate)
Barbara Kwiecinski (Chair)
Jane Campbell (Co opted)
Peter O'Brien (Co opted)
Paul Hayes (Parent) (arrived at 7.10pm)
Richard Petts (Staff)
Beccy Ibbotson (Clerk)
Carolyn Downes

2064 Apologies

Cynthia Nettell (LA) - Family commitment
Helen Illingworth (Parent) - Family circumstances

2065 Declaration of interest in any agenda items for this meeting

No interest declared.

2066 Minutes of the previous meeting held on 30th November 2017

2053 Carolyn has been issued with appropriate paperwork, Governor handbook and introduction. DBS outstanding CDo provided paperwork at meeting. DBS to be finalised – **Action B1b**

JCa expressed her thanks to CDo for joining the committee.

2054 Return of signed declaration of interest forms – Action complete

2055 Return of self evaluation forms – Action complete and training has been booked for BHa to cover extra duties taken on this year being the SEN coordinator.

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



2044 2029 (2057) Second coat on door. Still outstanding. It has been chased as part the snagging list outstanding for the kitchen – **Action Blb**

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

2044 38 (29) Suggestion of a Safeguarding Assessment from pupil's perspective to be taken to L&M committee - Ongoing - **Action LHi**
JCa raised the point that this is not an area on the SIP. LHi said that she would like to complete the assessment as the responses would be of interest.

2034 Safer Recruitment training for LHi and HII – online training available - **Action LHi / HII**

2045 LHi has contacted Rob Bingley and has not received a reply. Governors agreed that Rob Bingley to be removed from Governing body - governor support to be informed - **Action Blb**

PHa asked if the tree survey works had been completed to the specification agreed - POb confirmed that he had overseen the work and the work was completed to specification.

2058 SIP to be updated and Governors to give feedback – on meeting agenda

2058 Blb to email JCa with a list of children whose consent has not yet been received – Actioned.

2060 Governor training on agenda
GDPR update on agenda

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

2067 Feedback from the subcommittee meetings

Leadership and Management

The L&M minutes from the 25/1/18 were made available to the governors before the meeting. These were reviewed and discussed
Further updates to the meeting - Peter O'Brien was present at the meeting. Minutes to be updated to reflect this - **Action Blb**

ASLT

The ASLT minutes from the 8/2/18 were made available to the governors before the meeting. These were reviewed and discussed.



Further updates to the meeting -

POb has been in since this meeting and looked at the children's books.

The governors discussed the impact of accepting homeschooled children.

Finance and Premises

The F&P minutes from the 25/1/18 were made available to the governors before the meeting. PHa ran through the minutes. These were reviewed and discussed

Further updates to the meeting -

Weather has forced the pressure washing to be delayed - **Action ongoing**

LHi informed the governors about a document she is working on to inform parents of the fundraising ideas that are scheduled and how they can potentially help the school. The governors discussed the idea of starting a lottery. LHi explained how the lottery works and that we need a Small Society Lottery Licence. She asked the governors for their approval to apply for the licence - the governors unanimously agreed - **Bib Action to process paperwork**

PHa informed the governors about the possibility of starting an Open Gardens event in Grindleford as a fundraiser - **PHa to investigate further**

LHi discussed a form that is going out to parents tomorrow to collect views on the provision of after school care.

BKi suggested that the meeting scheduled for the 10/3/18 was not necessary but that the document could be viewed online and for the governors to feedback electronically. Due to the several of the committee members not being available.

PHa clarified that everyone was to access the document and respond via email. PHa to collate the findings - **Action PHa**

2068 Finance Governors Self Assessments

Outstanding BHa, JCa and CDo - JCa and CDo provided forms at meeting - **Action BHa**

Governors agreed that they have identified any weaknesses from their self assessments and individual governors to be responsible for any training required.

2069 Policy Review

All policies were made available to the governors prior to the meeting.

SVFS – the document was seen at the Finance and Premises meeting on the 25/1/18.

Point 19 - to add the movement of communication wherever possible to electronic format.



Point 13 - change 'due to' to 'minimised by',

All governors unanimously agreed the document with the above changes - Action **B1b to make changes and BKi to sign**

Absence Control Management Guidelines – Oct 2009 – Governors reviewed and unanimously agreed the policy.

Authorised Leave of Absence Guidelines – May 2016 – Governors reviewed and unanimously agreed the policy.

Maternity, Paternity, parental and adoption leave schemes – Governors reviewed and unanimously agreed the policy.

Recruitment and Selection Policy – Governors reviewed and unanimously agreed the policy. BKi asked whether there was a need for more than one governor to have done the safer recruitment training. Due to the cost and the likelihood of HII or LHI not being available it was agreed at this time it was not necessary.

2070 Head Teacher Report

Please see attached document.

2071 School Improvement Plan

The governors were happy with the input made to the SIP and were in agreement with the contents. 'The Gov Ideas??' to be removed from the document. With this change the governors reviewed and unanimously agreed the policy.

LHi reviewed the evaluation and explained the document. The governors were invited to add any comments at any time as it is a working document. Debbie Greaves report was also made available to the governors before the meeting.

2072 Chair's Report

BKi sent thanks to all the staff for their continued hard work and commitment on behalf of the governors (see separate document).

BKi ran through the 'Seven ways in which school governors can prepare for an OFSTED inspection'.

BKi to put together a list of questions that maybe asked by inspectors. Suggested that the governor training date on the 15/3/18 to be focused on this subject. **Action BKi**

LHi updated the governors on the recent Hope Valley OFSTED inspection. The report highlighted problems with leadership and the communication between the leadership team. The governors were concerned any impact on us as a feeder school. It was felt that it



should be highlighted in marketing documents that we are a split catchment school. The Head Teacher at HVC is off on sickness. A letter has gone out to prospective parents about the report. HVC are being very proactive and have offered a meeting with parents to discuss any concerns.

2073 Governor Training Update / GDPR

Safeguarding Training at Eyam on the 22/1/18 attended by Blb, LHi, RPe, POB, CNe, PHa, Hll, CDo.

New Governor Induction Training on the 8/2/18 attended by CDo.

BHa booked onto the SEN&D Governor Training course on the 7/3/18.

Blb booked onto the GDPR training 28/2/18.

2074 What have we done to improve the outcomes of the children of Grindleford School at this meeting?

- Agreed the School Improvement Plan
- Investigated and discussed different strategies of fundraising
- Thoroughly reviewed and agreed the SVFS
- Celebrated the fantastic achievements of the children within our restricted budget.
- Reviewed the impact of the wider educational community on Grindleford Primary School.
- Celebrated the amount of governor visits into school which shows the strength of leadership.

Meeting closed at 9.20pm

2075 Date of the next meeting

15th March 2018.

Chair.....

Date.....