



Grindleford Primary School
Full Governing Body Meeting
Thursday 3rd May 2018, 7pm

Meeting open 7.06pm

2076 Present

Leonie Hill (Head Teacher)
Becky Harby (Associate)
Jane Campbell (Co opted)
Paul Hayes (Parent)
Richard Petts (Staff)
Cynthia Nettell (LA)
Helen Illingworth (Parent)
Beccy Ibbotson (Clerk)

2077 Apologies

Carolyn Downes (Co opted) – family commitments
Barbara Kwiecinski (Chair) – work commitments
Peter O'Brien (Co opted) - unable to attend as on holiday

2078 Declaration of interest in any agenda items for this meeting

No interest declared.

2079 Minutes of the previous meeting held on 15th February 2018

2066 2053 Actioned

2066 (2044 2017 6.2 137) First Aid Coverage – **Action LHi and Hll ongoing**

2066 (2044 2029 2057) Second coat on door. Still outstanding. It has been chased as part the snagging list outstanding for the kitchen – **Action Bllb ongoing**

2066 (2044 192) Debbie Greaves mentioned a Sufficiency document that might offer the information on birth rates – **Action LHi / JCa to investigate - ongoing**

2066 (2044 38 29) Suggestion of a Safeguarding Assessment from pupil's perspective to be taken to L&M committee - Ongoing - **Action LHi ongoing**



2066 (2034) Safer Recruitment training for LHi and Hll – online training available - **Action LHi / Hll ongoing**

2066 (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 - Actioned

2067

Leadership and Management

- POb name added to minutes - Actioned

Finance and Premises

- Pressure washing of playground no longer required as playground surface being renewed.

- Lottery licence Actioned and lottery running at the moment.

- PHa updated the governors that a date for the Open Gardens was still being discussed and would possibly happen next year.

- Benchmarking - Governors agreed that the data had been analysed and discussed - the governors agreed the benchmarking was complete.

2068 Finance Governors Self Assessment - BHa outstanding - **Action BHa**

2069 SVFS - signed and returned to Audit - Actioned

2072 Governor training was agreed to focus on Ofsted inspection but following the Ofsted inspection in March the governors agreed that this training topic could be carried forward.

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

2080 Feedback from the subcommittee meetings

Leadership and Management

The L&M minutes from the 26/4/18 were made available to the governors before the meeting. These were reviewed and discussed

Further updates to the meeting -

LHi updated the governors on concerns the L&M governors had regarding the Chair being stretched with her existing work commitments. BKi had expressed the same worries to LHi before her departure. Following email communications BKi would like to offer to step down and asked the governors if someone could step up into the Chair position until September when she can reassess her work commitments. To be reviewed later in meeting.

ASLT



The ASLT minutes from the 19/4/18 were made available to the governors before the meeting. These were reviewed and discussed.

Further updates to the meeting - a discussion was had about the impact of computer games that the children are exposed to at home. It was agreed that it is a very sensitive subject on how to handle with parents.

JCa asked for RPe opinion on the tracking system. RPe briefed the governors on the information it generates and how the cluster information will be used to compare results and progress.

A discussion was held about the booster classes that have been running after school. They have proved very beneficial to those that are attending but it would be good to see others there that would really benefit from what the booster clubs offer..

The governors suggested a message be sent out to parents regarding the use of mobile phones at home and the impact on concentration at school - **Action RPe**

Finance and Premises

The F&P minutes from the 26/4/18 were made available to the governors before the meeting. These were reviewed and discussed.

Further updates to the meeting –

Reception places confirmed as 10 for 2018 intake with a possible 11th.

The budget for the playground will be financed through DFC and professional fees. Fundraising will be carried out throughout the year to cover the shortfall that will be taken from Professional fees. The lottery has already generated over £400 and match funding options are being explored.

The full governors unanimously agreed the spend of £5499 for the Pentagon quote to proceed.

2081 Annex 1 and 5 approval

The governors unanimously agreed the Annex 1 and 5 documents. To be signed and sent - **Action B1b**

2082 SIP Update – to be reviewed in Summer 6

2083 Policy Review

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

Safeguarding Portfolio – to be reviewed in Summer 6 – Action ongoing

Dealing with Complaints of harassment – governors unanimously agreed the policy



Grievance Procedure - governors unanimously agreed the policy

Management of Stress - governors unanimously agreed the policy

Redundancy Procedure - governors unanimously agreed the policy - copy procedure into F&P folder - **Action B1b**

GDPR

- Privacy Notice Workforce – adapted from the DCC template - governors agreed the Notice
- Privacy Notice Pupils – adapted from the DCC template – to be displayed on the website and circulated to parents - governors agreed the Notice - **Action B1b**
- School Data Breach Procedure – to go as an appendix to the Data Protection Policy - main differences are incidences to be reported in 72 hours, report to ICO, if high risk breach notify subjects - governors agreed the procedure
- Data Protection Policy – we are waiting for the new policy that incorporates the GDPR regulations from DCC. **Action ongoing**
- Policy for G Suite for Education – new policy to be approved - governors approved the policy with the addition of RPe name on the policy - Copy policy to Audit for feedback - **Action B1b**
- Training course on GDPR completed by B1b
- Online staff training course being completed by all members of staff
- Student update forms sent out to all parents / carers to ensure data on record it correct

Email to be sent out to parents to gain consent for sending out any marketing material which includes local events - **Action B1B**

2084 Governor Training Update

No training courses completed since last meeting. BHa SENCO training was cancelled due to low numbers.

2085 Governor Body Membership

PHa suggested to the governors that the Chair elected in September should be for only a year. It was also suggested that the pool of governors needs to be increased. Suggestion that we advertise for Associate Governors - **Action All**

LHi asked if any of the Governors would be happy to step up into the role until September. PHa expressed an interest.

PHa left the room and the governors discussed the appointment. The remaining Governors unanimously approved the appointment.



2086

PHa bought up the discussion of the recent Ofsted inspection. The governors extended their thanks to the staff that were involved. A discussion followed about the inspection and how it was a challenging experience. The governors felt the Ofsted report should be celebrated. It was agreed that there was consistency between the staff and governors and the report recognises how wonderful the school is.

JCa suggested summarising the outcomes from the feedback session. LHi informed the governors that the points raised in the report will feed through into the SIP. Hll suggested looking at the report and pulling out the areas highlighted and recording what is being done to address these areas.

LHi suggested having a governor training session focused on the SIP. A date to be set in Summer 6 - **Action B1b**

2087 What have we done to improve the outcomes of the children of Grindleford School at this meeting?

- Made an effort to focus on Ofsted feedback
- Voted in a temp chair to ease continuity
- Looked at how to tackle out of school influences
- Agreed a positive budget
- Ensured confident steps are being made to look after their data
- Reflected on the role of governors
- Agreed to look at widening the governing body through active recruitment of new governors

Meeting closed at 8.59pm

2088 Date of the next meeting

Thursday 5th July 2018.

Chair.....

Date.....