

MINUTES

GRINDLEFORD PRIMARY SCHOOL GOVERNING BODY

Committee: Leadership and Management **Date:** 22nd January – 6.00 - 6.30pm

Chaired By: Helen Illingworth

Clerked By: Jane Campbell

Present:	Apologies for Absence:
Paul Hayes	Tim Shepherd
Helen Illingworth	
Leonie Boulton	
Carolyn Downes	
Jane Campbell	

Agenda Items:	
1. Apologies	
2. Declaring an interest	
3. Minutes of the previous meeting	6 November 2018
4. Matters arising	
5. Policies	1. Attendance Policy 2. Appraisal Policy 3. First Aid Policy 4. Induction of newly appointed staff 5. Induction NQT 6. Support Staff Development
7. Governor Visits	Discuss & agree
8. Date of next meeting	5 Feb 2019

Summary of Meeting:

Agenda Number	Minute Number	Discussion:
1	200	Meeting started 30 minutes late due to overrunning of Finance and Premises meeting. Tim Shepherd sent his apologies for not being able to attend due to childcare commitments.
2	201	No interests were declared
3	202	Minutes of the previous meeting: 197 (188) (180) (171) (156) – Action completed - Hll and LHi have met about First Aid - c/f FGB minute number 2115 Thursday 29 th November 2018. 197 (188) (180) (171) (156) – Safer Recruitment course - both Hll and LB have signed on and are due to complete the course by the end of the week. Action Hll/LB

		<p>199 Gov links from other sub committees: It was agreed to add to the L+M agenda a standing item linking Gov visits from other sub committees to L+M, to enable a discussion regarding different leadership visits to be able to happen and to see whether there are any gaps that the L+M Govs need to investigate further. Action JC</p> <p>199 Reflection during meeting: It was agreed to add to the L+M agenda an item about 'What have we done to improve leadership and management across the school?' JC to action</p> <p>199 Chair understanding of other committees: Hll to visit ASLT to see what happens in the other subs in her role as Chair of L+M and Chair of Govs. Action complete - Helen attended the ASLT subcommittees.</p> <p>199 Ofsted readiness training: It was agreed to research into any Governor training available which focuses on 'OFSTED readiness'. Hll to action</p> <p>199 Shared learning re L+M: It was agreed to tap into our collective network of Governors at other school in this authority and nationally to see what other L+M committees have on their agendas and minutes. LB to action via next cluster meeting.</p>
4	203	<p>Matters arising: meeting reconvened</p> <p>At this point LB raised the issue of the delayed start to the meeting. It was agreed that the meeting be postponed so that Governors could give full consideration to the items on the agenda.</p> <p>New date set for Tuesday 5th Feb 4.30pm.</p> <p>It was agreed that L+M meetings would happen on a separate night from F+P meetings - on the 3rd Tuesday of the sub-committee sequence. Action: JC/BI to send out new L+M dates for the rest of 2018/19 academic year.</p> <p>L+M Secretary to issue minutes from this curtailed meeting and a new agenda for Tuesday 5th Feb L+M meeting. Action: JC</p>
8	204	Date of next meeting agreed as Tuesday 5th February 2019 4.30pm.

The meeting closed at: 6.30pm