

Rangeworthy CEVC School
Minutes of a meeting of the Full Governing Body
held on Tuesday 1st March 2016 in the School at 6.30pm

No	Item	Action
1	<p>Present: Janet Dickson, Jeanette Mullen (Chair), Jenny Eastment, Anita Ackerman, Sarah Hoptroff, Emma Pattullo, Paul Vosper</p> <p>In attendance: Sarah Fletcher (Clerk)</p>	
2	<p>Apologies were received and accepted from: Susan Warnock (work), and David Russell (work)</p>	
3	<p>Declaration of Interests: No governor had any pecuniary interest to declare in relation to agenda items.</p>	
4	<p>Minutes of the previous meeting: (held 19-1-16) Were agreed as an accurate record. Proposed by Emma Pattullo, seconded by Paul Vosper, agreed by all and signed by the Chair.</p>	
5	<p>Matters Arising</p> <p>Website content – The GB was asked to decide whether minutes of FGB meetings should be uploaded to the school website. It was agreed that they should be once agreed and signed.</p> <p>Staff Sickness Insurance quotes – the HT provided details of the following quotes (all allowed for payment after 5 days):</p> <p>Integra (LA) – always used in the past, fluctuating premiums, 2014/5 - £2215, 2013/4 - £3993. No quote for 2015/6.</p> <p>Integro Ins - £2915 – very slow to provide quote, does not include admin or pre-existing medical conditions. Level of evidence high leading to additional admin work.</p> <p>Lark - £3090 – used by quite a few other local schools, only covers costs incurred, level of evidence required high leading to additional admin work.</p> <p>The GB discussed the quotes and weighed up the pros and cons. The HT felt that staying with Integra would be the safer option. Clarification is needed for some the figures from Integra, and it was agreed that the Finance committee would meet to discuss this once the HT has obtained further information.</p> <p>The decision will be made before the end of Term 4.</p>	<p>JD to give SF email details for the webmasters</p> <p>Finance ctte to meet to make a decision by 25/3/16 Report back at next FGB meeting</p>
6	<p>Headteacher's report – <i>circulated prior to meeting</i></p> <p>The GB felt that the Safeguarding report that had also been circulated was very thorough and contained some useful information regarding policy and procedures in place.</p> <p>Q – have reception application numbers for 09/16 been released yet? HT – no not yet.</p> <p>Q – what repairs will take place for the Elliot building? HT – temporary repairs have been carried out under the LA's emergency fund. A substantial repair of the roof and back wall will be carried out over the summer break, the school awaits to hear about funding for this.</p> <p>Q – what is happening with the breakfast club? A second breakfast club assistant was appointed today. A recruitment process for a new leader will take place after the Easter break.</p>	

	<p>Q – has attendance been below 93% for any pupils? Yes, for 2 children.</p>	
7	<p>LA Review The Chair and HT had attended a task group meeting with Helean Hughes, Louise Lewis and Maggie Cook of the LA. The HT went through a list of actions and their impact since the review and the GB discussed them in detail. A 3 year plan will be added to the SDP. The HT has requested funding for release time to deal with the actions. No reply has yet been received so she will chase. The Chair will speak to Governor Services regarding the need to recruit more governors. The GB discussed putting together a Governor Action Plan.</p>	Update at next meeting.
8	<p>SDP – update Circulated prior to meeting. No major changes, lots more green RAG rated areas. A governor suggested that visit dates could be put in the monitoring column – agreed. Ethos and Finance Committee to inform Curriculum committee of dates visited, or dates set.</p>	All link governors to inform EP
9	<p>SEF update No updates to report.</p>	
10	<p>Pupil Premium update The HT reported that £800 had been spent on Numicon and this will particularly benefit pupil premium children.</p>	
11	<p>Committee Reports: Curriculum and Standards Committee meeting held 23-2-16 Minutes circulated prior to meeting. No questions were raised. Finance and Resources Committee meeting held 15-1-16 Minutes circulated prior to meeting. SFVS – completed and circulated. All governors were happy with the content, agreed and signed.</p>	
12	<p>Policies – all policies circulated prior to meeting <ol style="list-style-type: none"> 1. Anti Bullying – updated policy agreed and signed, child’s leaflet circulated to the GB. 2. No Smoking – new model policy agreed and signed. 3. Safeguarding – policy agreed and signed with no changes. </p>	
13	<p>Governor Training and Visits Visits reports were circulated prior to the meeting in respect of PE, Learning Walls, Maths, Monitoring of Teaching and Assessment. EP and JE had attended Governance Today training which they had found quite useful and felt happy that Rangeworthy governors were doing the right thing. SH had put together and circulated a list of of actions for the GB, governors discussed what should be addressed first and agreed that an Annual</p>	Update in Term

	Governance Statement could tie in with a Governor Action Plan. JE, AA and EP have completed online Prevent Duty training. The GB discussed promoting Parent View. PV has carried out an SEN visit and will be submitting his report.	5 PV
14	Correspondence: None	
15	Any other Business PV announced that he will be standing down as a governor at the end of this term due to pressure of work. The GB were very sad to hear this and asked if he would consider carrying on with any of his responsibilities as an Associate Member. PV agreed that he would be prepared to become an Associate Member with effect from 25/03/16, and will continue with his Health and Safety role at the school, attending FGB meetings if required. This was agreed by all governors present and will be reviewed at the start of the next academic year. PV has spoken to Helean Hughes regarding the data in the LA Review. It was agreed that he will put together a report to circulate regarding this and governors will be able to ask any questions at the next meeting (emailing in advance). <i>See Appendix 1</i> The HT reported that a fixed term (1 day) exclusion had been put in place today inline with the school's policy.	SF to inform Gov services Agenda item Term 1 2016/17 PV Agenda item term 5
16	Date of next meeting Tuesday 10th May– 7.00pm Meeting ended at 8.20pm	