



Newtown Primary School Governing Body

Full Governing Body Meeting Thursday 11th December 2014 at 17:30 Venue: Newtown Primary School

Present Frances Everson (FE) Penny Burnside (PB) James Lyons (JL) Richard Westlake (RW)
Chair for meeting Hayley Back (HB) Sandra Dalglish (SD) Steven Fearn (SF) Saxon Spence (SS)
Victoria Darios (VD)

In Jessica Benger (JB)

Attendance: (Clerk)

Apologies: Ruth Jones (RJ) Simon Belshaw (SB) Jenny Lloyd (JML)

Quorum: 7. 9 in attendance, meeting quorate

Action/ Resolution

1. **Apologies for Absence**
Simon Belshaw (SB) Work Commitments; Ruth Jones (RJ) Ill Health; Jenny Lloyd(JML) Other Commitments. **Absences Sanctioned** Absences Sanctioned
2. **Declaration of Interests invited and declared**
None noted Noted
3. **Review of RAISE Online Report**
Due to ill health RJ could not attend the meeting. The RAISE Online report had been distributed prior to the meeting and additional printouts of 'G' reports were distributed at the meeting.

SS expressed concern regarding the gap between school results and national average results for Yr 6. VD felt this could be explained as the cohort had complex learning issues that had been tracked as the pupils had moved up the school.

PB highlighted that whilst the data in the RAISE Online report was a useful record, what was important was that the school was aware of areas of development for learning and were putting in place the corrects support and intervention to improve results.

Action: Governors to review RAISE Online reports and bring any questions for RJ to the next meeting. Action: Governors to review RAISE Online reports and bring any questions for RJ to the next meeting.
4. **Approval of meeting minutes from AGM 18th September 2014**
FGM Minutes from the 18th September 2014 agreed by all present and signed by the Chair. Minutes of the FGM 18.09.2014 approved and signed
5. **Matters Arising from the minutes of the FGM**
 - 5.1 **Updated Governor Skills Audit**
Results of the skills audit were distributed prior to the meeting. Governors discussed areas of expertise that would compliment the new GB. Areas identified included:
 - Expertise/ experience in Pre/schools/ Nursery. SD to speak to a possible candidate
 - Links with Secondary or Higher EducationAction: Governors to encourage possible

Action: Governors to encourage possible candidates to send in a pen portrait as soon as possible

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5.2 Results of Staff Governor Elections

Mrs Victoria Darios has been elected as the Staff Governor for the reconstituted Governing Body.

Noted

6. Questions arising from Headteacher's Written report

Report distributed prior to meeting. RJ not present to answer questions. JML had sent in feedback via email that she felt this was an encouraging report.

SS queried refurbishment/ upgrading of the Preschool area and it was clarified that this work was being carried out for Foundation Stage needs.

Action: Any questions arising from the Headteacher's Written Report to be emailed to RJ. Please cc the clerk into the email.

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6.1 Confirm Attendance Targets 2014-15

PB noted that a target of 96.2% for attendance for 2014-15 is an ambitious target, above national average, and will be a challenge to achieve. VD fed-back that school staff were happy with the challenge and hoped to exceed it, highlighting the impact of attendance on progress.

SS asked for further information on incentives and rewards for pupils for good attendance. VD described the rewards system.

Proposal: to confirm the Attendance Targets for 2014-15 Agreed by all present

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6.2 Distribution of Safeguarding Audit & Keeping Children Safe in Education Statutory Guidance

Safeguarding audit was distributed prior to the meeting. The SEND audit, a new addition to the form this year, has not yet been completed and will be circulated in January.

SS highlighted the delays in MASH referral processing which are a huge safeguarding concern. RW gave background information on DCC management of MASH hub and concerns that inappropriate referrals were being sent in to MASH but it was highlighted that the decision on appropriateness of referral does lie with the MASH team.

Action: School to feedback any issues with MASH referrals to RW.

Action: RW to send Task Force report to RJ and JML

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7. Approve School Development Plan (SDP)

Version 4 of the SDP was circulated prior to meeting and has been developed at committee level. Now contains questions to enable governors to monitor progress. It was noted that this is a working document and will continue to be reviewed and revised.

Proposal: to approve the School Development Plan 2014-15

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8. Feedback from Governors Monitoring Visits

What are the implications from Governor Monitoring?

SS asked for further information on how governor visits were planned. The committee discussed different types of monitoring visits.

Noted

SF has created an online form that governors can complete after a monitoring visit.

9. Feedback from Governors attending training

Current list of available training for governors was circulated at the meeting.

Governors requested to go on the following training:

FE & PB - Progress data for Primary Schools 25th March

SD & RW - Health & Safety for Governors 4th March

Action: Clerk to book governors on training.

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10. Questions arising from minutes of the Teaching & Learning Committee

Minutes distributed prior to the meeting. No questions arising

Noted

11. Questions arising from minutes of the Resources Committee

Minutes distributed prior to the meeting. No questions arising

Noted

12. Governors Cloud Storage

Clerk gave a presentation on One Drive Cloud Storage for governors documentation for meeting. All paperwork for meetings will be available on the cloud from now on and the clerk will also continue to email it all out. A handout was distributed at the meeting. If governors would like support accessing this service please contact the clerk.

Noted

13. PART TWO

The meeting moved to Part Two

14. Any other business brought forward by the Chair

None noted

15. Time and date of next meeting.

Thursday 15th January 2015 5:30pm AGM to reconstitute the Governing Body

Next FGM
15.01.2015 at 17:30

Agreed by all present

Meeting ended at 19:15