

**Newbold and Tredington
Church of England Voluntary Controlled
Primary School**

**Full Governing Body
Meeting**

Date:	Monday 14 th September 2015
Time:	18.45
Place:	Newbold & Tredington School, Manor Road, Tredington, Shipston-on-Stour CV36 4NZ 01608 661 568 admin3214@we-learn.com
Chair:	Ali Thompson 01608 661 568 athompson854@btinternet.com
Clerk:	Audrey Spriggs 07929 208547 audrey.spriggs@outlook.com

Current Governors

In Attendance	Position	Apologies	Absent
Ali Thompson	Chair/Co-opted Governor		
Barney Hatch	Co-opted Governor		Did not attend
Revd Chris Goble	Foundation Governor	May be late	
Ann Jackson	Foundation Governor		
Vacancy	Parent Governor		
Yvette McEwan	Parent Governor		
Natalie Hufton	Parent Governor		
Alex Balzaretto	Parent Governor		
Sam Welsby	Staff Governor/Headteacher		
Vacancy	Staff Governor		
Nick Fellows	L A Appointment		
Audrey Spriggs	Clerk to Governing Body		

Opening Prayers - Anne Jackson

Point	Item	Action or Agreed
15.1	<p>Apologies for Absence</p> <p>No apologies received</p>	
15.2	<p>Election of Chair</p> <p>AT vacated the chair to allow the Clerk AS to take over the meeting for the election of a new chair.</p> <p>Governors present felt that they did not have enough time to allow them to take on the role of Chair. Suggestions of having two governors to take on the chair's role was explored but no one felt that they could do this either.</p> <p>AT explained to governors that she has been Chair for seven years now and would like to stand down but would not leave the school without a Chair. AT said that she would stay as Chair for a further year.</p> <p>This decision was gratefully accepted and agreed by all Governors present.</p>	Agreed
15.3	<p>Election of Vice Chair</p> <p>AB said that she would take on the role of Vice Chair but would like it to be noted and made clear that this would be in a supportive nature to the Chair only.</p> <p>This decision was gratefully accepted and agreed by all Governors present.</p> <p>The Clerk AS then handed responsibility for the meeting back to the Chair.</p>	Agreed
15.4	<p>Declarations of Interest</p> <p>The Chair AT asked all Governors if there were any items on the agenda that would create any conflict of interest.</p> <p>There was none.</p> <p>The Clerk AS provided all Governors with a printed sheet for completion for any declarations to the register of pecuniary interests. She asked that they complete this and hand back to her at the end of the meeting.</p> <p>She also asked them to complete a form which she provided to give their contact details.</p>	All All
15.5	<p>Notification of Any Other Business</p> <p>None</p>	
15.6	<p>Minutes of Last Meeting</p> <p>To confirm the minutes of the last meeting on 23rd June 2015 (previously circulated).</p> <p>These were agreed as a true and accurate record and signed by the Chair AT.</p>	Agreed
15.7	<p>Matters Arising</p> <p>Matters arising from the minutes not covered in later agenda items.</p>	

	None	
15.8	<p>Chair's Action</p> <p>To note any urgent action taken since the last meeting by the chair/vice chair under the provisions of Regulation 6 of the School Governance procedures Regulations 2003.</p> <p>No urgent action had been taken.</p> <p>At this point the Clerk AS handed safer recruitment papers to YM to look at dates for training.</p>	YM
15.9	<p>Current Position</p> <p>The Head SW informed Governors that it has been almost five years since the last SIAMS inspection. A new inspection is due in two weeks time. SW and Lizzie McGood have a pre-SIAMS meeting this Wednesday at 1.00 and after this meeting she expects notification quite quickly that the full inspection will be within two weeks.</p> <p>CG gave a brief account of what would be expected within this inspection saying that it surrounds the Christian ethos within the school and looks at the spiritual development of children.</p> <p>CG said that following the last inspection there have been tremendous improvements such as pictorial evidence (yellow folder logging assemblies etc). Reflections areas were excellent. Yr 6 retreats, storytellers etc. Plans for collective worship are really good.</p> <p>The relationship between school and church is much better than five years ago. The rating for this inspection is similar to that of Ofsted.</p>	
15.10	<p>Reconstitution of Governing Bodies</p> <p>Newbold and Tredington Instrument of Governance is already in place and signed until 2017.</p>	
15.11	<p>Organisation</p>	
a	<p>To consider current and approaching vacancies.</p> <p>SW will see that a request for vacant Governor roles will go out this week.</p>	SW
b	<p>To consider named governors (SEN, Child Protection, Training Link etc).</p> <p>Foundation Governors</p> <p>At the moment the school has two Foundation Governors, CG and AJ.</p> <p>AJ would like to step down and CG informed Governors that Sarah Edmunds would be interested in becoming a Foundation Governor. She is an appointed Associate Minister and experienced at working within schools in Coventry although currently not working as a Governor.</p> <p>AT asked if all Governors present were happy for Sarah Edmunds to join the school as a Foundation Governor and all were in agreement.</p> <p>A Foundation Governor is usually appointed by the PCC although CG said that in this case he will inform them that Sarah Edmunds will be taking over from AJ as Foundation Governor. CJ will also inform the Diocese.</p>	<p>Agreed</p> <p>CJ</p> <p>SW</p>

	<p>SW will forward her contact details to the Clerk AS.</p> <p>SEN YM would like to take this on and said she would like to do some training.</p> <p>Child Protection AT currently does this. YM said that this person should not really be a Staff Governor nor Parent Governor although those present did not foresee this being a problem.</p> <p>YM said that she would be happy to do this in that case and CG said that he would be happy to help YM if needed as he already does this at Ilmington School.</p> <p>CG informed Governors that Ilmington School have 13 on their Instrument of Governance so that there is potential to draw on Governors from another Governing Body to deal with something if needed.</p> <p>The Chair AT said that auditing the single central register is needed and at the moment Gaynor has this. AT will show her this.</p> <p>Ilmington has 13 on their Instrument of Governance. (Potential to draw on governors from other governing bodies) eg another governing body to deal with something.</p> <p>Health and Safety YM happy to stay with this.</p> <p>Training Agenda next meeting</p> <p>Link Agenda next meeting</p> <p>Maths CG will do this.</p> <p>Policies AB will do this.</p> <p>English NH happy to stay with this.</p> <p>Science AB will do this.</p> <p>EYFS Agenda next time.</p>	<p>YM</p> <p>YM</p> <p>AT</p> <p>YM</p> <p>AT</p> <p>YM</p> <p>Agenda</p> <p>Agenda</p> <p>CG</p> <p>AB</p> <p>NH</p> <p>AB</p> <p>Agenda</p>
c	To consider Patch Representatives.	
d	To consider if the current committee structure serves the needs of the governing body.	
e	<p>Performance and Standards The Clerk AS to invite NF to attend Performance and Standards and Resources meeting so that he can see where his expertise best lies, so that he can attend one of them. NF has secondary school head experience. He is now a Chief Examiner and spends from mid May to mid August at Cambridge which are his busiest times. AT invited him to come and look around the school which he said he would like to do.</p>	<p>AS NF</p> <p>AT NF</p>

<p>f</p>	<p>To consider subjects for training sessions prior to governing body meetings.</p> <p>Assessments</p> <p>The Head SW is not sure at this time how data will be presented to the GB. They are still devising processes at the moment which is based on the Sheffield system. Core of the work is done in Performance and Standards. Progress meetings are held every half term and this will pick up on progress and any needs at that time.</p> <p>AB asked SW if Governors can be of use to SW in the way to present the data.</p> <p>SW has been to Ilmington school to see how they are working there with it and there are elements that are quite complicated which they are using. As there are over 100 children at Ilmington it is easier to present data but is difficult to show with our numbers being lower.</p> <p>SW would welcome any input and AT felt that it was important that we look at this quite quickly. Interventions are good with children. Must make sure as a governing body that we are asking right questions.</p> <p>At Performance and Standards Meeting SW will take along tracking grid to see how this is working.</p> <p>AB suggested that it is not unreasonable that SW may not have a child in the right place first time and as long as checks are in place this will be rectified.</p> <p>AT and other Governors commented that what worries them most is that teachers have no experience of this. How are we meant to challenge if we cannot see the acceleration of progress.?</p> <p>The Head SW said that a base line assessment on children is being undertaken at the moment. SW does not know how to put in interpretable data although next year will be different. SW informed Governors that there are two different curriculum areas so cannot use measurement from one to another.</p> <p>AT said that for the past two years staff have sat in a group to discuss each child and that was a good starting point.</p> <p>The Senior Leadership Team put them in the right group for last term and at Christmas time the tracking group will show progress. Once we have had a second staff meeting we will be able to say what percentage of children are where.</p> <p>AB – only challenge is how do we demonstrate for Ofsted purposes</p> <p>SW – all tracking and dates will be recorded but just won't have the baseline.</p> <p>AT – very confident there were no surprises last year.</p> <p>SW – don't know how cluster moderation will work. Ilmington and Newbold and Tredington are doing this now, but Brailles is with Shipston.</p> <p>Child Protection To be undertaken in October. SW will contact Adrian to do this.</p>	<p>SW</p> <p>SW</p>
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	<p>Assessment Undertake in Spring.</p> <p>English and Maths Undertake in the Summer.</p>	
15.12	<p>School Action Group</p> <p>The objective of this group was a driving force to sort out things outside the usual remit. The group should involve PTA, Governors and a community mix although most of the work falls on to the Head SW.</p> <p>After a discussion it was decided and agreed that in future the Head SW would send out an appeal letter when help was needed on specific projects.</p>	Agreed SW
15.13	<p>Cluster Business</p> <p>Not had meeting yet. PLC next week (3 heads) SW has put in a request to change their meeting from Tuesday (Consortium) as she has commitments elsewhere.</p>	SW
15.14	<p>Governors Self Evaluation</p> <p>The Chair AT has been the driver of how things are done and of the Governors Self Evaluation. She has really pushed things along as this was something that really needed to be done. Governors felt that it would be excellent if we could get the Governors Mark as this would show what a good Governing Body the school has but unfortunately there is not enough money in the budget. AT informed Governors that the cost is approximately £500.</p> <p>The Chair AT said that if an assessor were to come in now then everything is in place.</p> <p>The Head SW said she and YM will take a look at the budget to see if there is enough money available and will let Governors know.</p>	SW YM
15.15	<p>Policies</p>	
a	<p>To consider a policy review cycle</p> <p>SW will send AB the updated policy review cycle which she has been keeping up to date.</p>	SW
15.16	<p>Urgent Business</p> <p>None</p>	
15.17	<p>Confidential Items</p> <p>None</p>	
15.18	<p>Next Agenda</p> <p>To consider any items for inclusion on the agenda for the next meeting As above</p>	
15.19	<p>Dates and Times of Future Meetings</p>	
a	<p>Governing Body Meetings</p> <p>Monday 23rd November at 6.45 Wednesday 16th March at 6.45 (Safeguarding or Assessment Training before this) Wednesday 6th July at 6.45</p>	

b	Performance & Standards Monday 19 th October at 7.00 Wednesday 24 th February at 7.00 Monday 13 th June at 7.00.	
c	Resources Thursday 19 th November at 7.00 Wednesday 10 th February at 7.00 Wednesday 11 th May at 7.00	
d	Governor Weeks Agenda to next GB meeting.	Agenda