



Bow Community Primary School
16th May, 2017 – 6.00pm
Full Governing Body Meeting

Meeting 5							
Attendees	Initials			Attendees	Initials		
Sarah Downs	SD	Chair		Gary Quick	GQ	LEA Governor	
Lesley Hodgson	LH	Headteacher		Tina Baskerville	TB	Parent Governor	
Sarah Barker	SB	Co-Opted Governor		Anita Jellings	AJ	Community Governor	
Tony Neal	TN	Community Governor					
Tamsin Kilner	TK	Parent Governor					

Apologies	Initials	AF

Absent without Apology	Initials

In Attendance	Initials	
Susan Vile	SV	PA to the Governors

Minutes to
Attendees
Apologises
School Website

	Agenda	Led By
GOVERNING BODY		
1	Apologies & Correspondence	Chair
2	Minutes & Matters Arising	Chair
3	Matters Arising From Minutes	Chair
4	Committee Reports	SD, TN, LH
	Policies	LH
5	Training inc GEL	ALL
STRATEGIC ITEMS		
6	SEF Update	LH/SD
7	Review SDP	LH/SD
Monitoring & Accountability		
8	Budget Update	LH/TN
9	Safeguarding Issues	TB/AJ
10	Date of Next Meeting – 04.07.17	Clerk

Ref.	Action or Decision	Owner	Date Raised	Date Due
5.1 1	Apologies were received from Anna Fay.			
5.1 2	There were no Declaration of Business Interests.			
5.2.1 	The minutes from 28/03/17 were signed and agreed as a true record.			
5.3.1 	Matters Arising – 4.4.1 – Safeguarding and Child Protection Policy will be approved later in the meeting. 4.5.1. – To be carried forward. LH gave feedback to Martin Smith regarding the G & T days. 4.13.1 – TB attended the BSPMC meeting and they are struggling to recruit lifeguards. LH each class will only swim once per week, due to numbers in pool at any one time and trying to balance PPA, Management time and class cover. SD & TK have been looking at governor visits policy, SD gave governors a few reminders regarding training notes, policy removal from the folder to be recorded, SV in school all the time but not always able to do governor work so give her plenty of notice for any work to be done, can changes on policies be noted.			
5.4.1 	Committee Reports – SD gave a T & L report and has completed a Maths Learning Walk. TN gave a Resources Report. BSPMC – TB gave a report and thanked the snooker club for the money received. FOBs – TK gave a report Policies – Accessibility & Disability Equality proposed by TB seconded by TN approved by everyone. Safeguarding & Child Protection proposed by TB seconded by SD approved by everyone. Display and Attendance Policies have been reviewed by staff with minor changes. Maternity Policy AJ discussed the changes regarding the DCC email account but as the school does not use a DCC email account it is not applicable but the issues were discussed proposed by AJ, seconded by TN, approved by everyone.			
5.5.1 	Training inc. GEL – No GEL training had been undertaken. TB has done PREVENT training with her work and discussed the implications.			
5.6.1	SEF Update – LH thisit has been updated and put on the governor area of the website, it was discussed - SV get the summary sheet from LH to attach			

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	<p>GQ what is the changing Socio-economic? – LH we are finding that the changes are anis the increase in pupil premium and SEN pupils.</p> <p>AJ – asked about KS1 Year 1 Phonics – LH 1 out of 2 pupils (50%)passed the retake</p> <p>AJ – Further to improve pupil voice – would it not be better if it read further opportunities to hear the pupil voice – LH to amend.</p> <p>GQ Why do pupils struggle with comprehension? – LH focusing on literacy and the use of IT has taken the enjoyment out of reading and reading for pleasure.</p> <p>SD suggested getting a male author into school.</p> <p>AJ – What is DWECK?– LH an American psychologist - self limiting factor and changing children’s growth mind set.</p> <p>TN commented that he felt the SEF was very informative.</p> <p>AJ not massively evaluative – LH the document ensures we know where we are and where the school’s strengths and weaknesses are.</p> <p>SD suggested maybe it needs to be a bit more specific – LH this can be done.</p> <p>SD is it strength focused enough? – LH to look into this.</p> <p>AJ – the numbering on the SEF needs working on as it’s confusing – LH to amend this.</p>			
5.7.1	<p>Review SDP - LH the SDP has been updated and put on the governor area of the website, it was discussed - SV get the summary sheet from LH to attach.</p> <p>Page 4 school context information has been added.</p> <p>TN we are achieving what we had planned so there are no surprises.</p> <p>GQ Page 6 - 2017/18 governance to be developed within the MAT, is it relevant? – LH it is because there is still pressure to become a MAT.</p> <p>AJ will the SDP be looked at at every FGB? – SD it needs to be.</p>			
5.8.1	<p>Budget Update – the finance officer came into school and sorted the budget on the Monday and on the Thursday she was informed that the NI employer contribution had increased from 19% to 23% therefore the budget had to be reworked and balanced.</p> <p>The budget was proposed by TN, seconded by GQ and approved by everyone.</p> <p>The 20% reduction in SEND is having a massive impact on a pupil with significant special needs. Any further pupils coming into school with significant special needs would need to be looked at carefully as it would have a large effect on the budget.</p>			
5.9.1	Safeguarding Issues – no safeguarding issues.			

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5.10.1	<p>Date of Next meeting – 04.07.17</p> <p>Notification: Yr 6 SATS – in the SATs week a paper was left out of one of the bags to be sent off and was found in school at the end of SATs . LH rung NCTL and explained what had happened and they said it was ok and they would send out another label.</p> <p>LH had to sign headteachers declaration today and raung to find out if it was ok to sign it, due to the exclusion of one paper. They helpline deemed that as there was no mal-administration and was told it wasit was ok to sign the Headteacher declaration. LH has kept a record of who she spoke to and when.</p>			
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