



Tutshill C of E School

Full Governing Body Minutes of meeting, G6 4th July 2017 at 6pm

Present

Robin Riordan (Chair), Miss Lane, Dr Evans, Ms Henderson, Mrs Clarke, Mrs Watson, Dr Rowe, Mrs Dursley, Mrs Fryer, Mrs Watson.

Ms Linden (Clerk)

Table of Actions		
Item	Responsible	Action
5 - Matters Arising	Headteacher	Arrange SEN induction training in September
	Chair	Add Social Media training the agenda for next meeting
	Clerk	Liaise with other clerks on bespoke training
10 - Communication Strategy	Headteacher	Arrange new class teacher introduction "coffee mornings" in September
15 – AOB, Training	All	Research and book relevant training

1. Opening prayer – Chair.

2. Apologies for absence

Apologies were received from Mrs Cooper and Rev'd Treharne.

3. To agree items of Any Other Business previously notified

One item was agreed.

4. Approve minutes of meeting from 22nd May 2017 (G5).

The minutes of the last meeting were agreed.

5. Matters arising from minutes (not covered by the agenda)

- Item 5, Induction training for SEN lead governor, this was to be arranged in September
- Item 10, Parking, The Headteacher had prepared a draft standard response.
- Item 6, Social Media, this would be added to the next Full Governing Body (FGB) meeting in September
- Item 12, Governor Training, the Clerk to liaise with other local schools to look at coordinating bespoke training

6. Data

The Headteacher reported that the SAT results had been released today. The Early Years Foundation Stage was still improving and as the data been moderated, it was very secure. Of those that had not passed, they had still progressed from the last year. KS1 and KS2 had shown good scores across the board compared to the national average from last year.

7. Head's Report

The Headteacher circulated her Report to the Full Governing Body (FGB) for information. The following points were discussed



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- Data contained in the report showed good and steady progress across the board. A slight dip was highlighted in Year 3 but this reflected staff changes and restricted access to data recording. Fuller data had been captured and this would be added for the start of Yr 4
- Attendance was also up this year, raising the target to 97%
- Progress attained within the school's development priorities
- The new / sustainability build had been fully completed and furnished and was being used by the children
- Healthy Week, the school had run a successful themed week with different activities arranged such as a fun run and a visit by a paralympian
- School priorities, new staff and roles for the next academic year
- Safeguarding, one family case previously at risk had been "closed" by Gloucestershire County Council (GCC) and there had been 2 "looked after" meetings

8. School Priorities

This was included under Item 7

9. Pupil Premium

There was nothing to report on Pupil Premium.

Mrs Fryer left at 7.30pm.

10. Communication Strategy

The Headteacher reported that the Parent Survey had been sent out. 44 responses had been received so far with the majority of those appearing positive. Some comments were contradictory and not all parents seemed to be aware of the class pages on the website. It was suggested that e school instructions should be included in the reception induction pack. A governor suggested that parents should also be invited to meet their child's new class teacher each year. The Headteacher suggested a coffee morning is held in the third week to introduce staff.

11. Safeguarding

This was included under Item 7

12. Parents views/communication

The Headteacher had no parent's views or communications to report.

13. Chairs comments & correspondence.

The Chair had no comments or correspondence to report.

14. Committee reports

Teaching and Learning, the Convenor of the committee circulated a written report of their last meeting highlighting the following items

- Maintaining and improving standards, especially within certain groups
- Conducting optional SATS for continuous monitoring
- Staff changes and new roles

The convenor also gave a comprehensive report back from a Monitoring and Challenge training session that she had recently attended.

The Chair thanked the committee and confirmed that the benefits of their meetings can be seen by the wider FGB.



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Finance and Resources, the Chair reported back from their last meeting. There was nothing unusual to be notified as there were no significant variances. The predicted shortfall was in fact smaller. A small grant donation had been received from a local solar farm. They had also reviewed the Premised Reports from GCC and the Skills Matrix ready for the next governing year.

Personnel Committee, the committee was due to meet on Friday 7th July.

15. Any Other Business

The Headteacher circulated the current West Gloucestershire Support Partnership (WSPG) CPD Programme for 2017-18 and highlighted the following courses in particular for governors and the clerk

- Clerk's Update and Competency Framework
- Preparing for Ofsted
- Governors' responsibilities for SEND
- Understanding your Dashboard
- Network Meetings

All governors were encouraged to book onto the training and to contact the clerk in the first instance.

The Chair also expressed his thanks on behalf of the FGB to Mrs Dursley whose term of office as a governor would be coming to an end on 31/08/2017. The FGB in turn thanked the Chair for his commitment and input over the previous year.

16. Date & Time of next meeting, the AGM was set for Wednesday 6th September 2017 at 4pm.