



## **FGB Meeting Minutes 25 April 2018 PART ONE**

**Present:** Elaine Joyce, Victoria Abbott, Adam Boshoff, Carol Edmans, Dewi ab Iorwerth, Anna Sanders, Steve Turnbull, Giles Bedloe

**In attendance:** Pam Langridge (Clerk) Sara Cox (Deputy)

*Governors congratulated and thanked the Head Teacher & all school staff on the recent Ofsted Report and Good rating.*

### **PROCEDURAL MATTERS**

#### **Apologies**

Apologies were accepted from Aaron Twaits & Andrew Turner

#### **Declarations of Interest**

EJ declared relationship to school staff member.

CE declared married to ST.

ST declared married to CE.

#### **Constitution**

Local Authority Governor, DabI, advised he will be stepping down at the end of the academic year.

It was agreed the Safeguarding Lead responsibilities would be taken on by ST after a hand over period with GB.

#### **Any Matters to be Raised / Actions**

Governors confirmed they had read 12 steps on Information Commission Website.

[Appointment of DP Officer still requires action.](#)

Letter sent to parents re Ofsted results.

[Letter to Mill Medical Practise requires action.](#)

Radiators identified for repair.

[CB investigating positioning of smoke alarms, ongoing.](#)

Damp reported to SCC.

[School to list proposed expenditure, requires action for next resources meeting.](#)

[Work diary still requires action.](#)

### **ENSURING ACCOUNTABILITY**

#### **Acceptance of Minutes**

DabI noted two minor amendments for Clerk to action, agreed.

#### **Any Non Agenda Items**

None

## **Policies**

Teacher Pay – with Finance Lead, required action

Equality Information & Objectives – done

Statement of Procedures for dealing with allegations – VA to renew, no changes

Freedom of Information – included in GDPR working party

Charging and Remissions – VA to renew, no changes

EYFS Policy – AB to action

H&S Policy – done

## **Updates from Chair – Ofsted Report**

Governors congratulated the school on a positive report and outcome.

Governors were disappointed with the length of time it took to receive the report from Ofsted. EJ & VA to feedback.

It was agreed the school should promote the outcomes by including positive quotations in the school newsletter, website and on a banner. EJ has drafted press release and requested a photo from the school prior to circulation to Surrey Ad, Get Surrey, Roundabout, Vantage Point, Pepperpot Magazine, Waverley News and Godalming Town Council website.

It was noted not all Staff had access to the staff survey link in advance of the deadline.

Governors agreed they would like to see more Subject Leader Presentations at the C&L meetings.

Now is a good time for the school to meet and evaluate next steps. It was agreed the SDP and evaluation would be undertaken then Governors invited to meet with SLT. VA to circulate dates.

EJ asked if Ofsted results had been feedback to the pupils and suggested a celebratory assembly.

## **STRATEGIC MATTERS: Effective Governance**

### **Head Teacher Report**

Governors were advised Polar Bear class size is increasing to 31 and there are currently 5 vacancies within the school.

GB asked what funding implications this may have and was advised the budget is based on 175 children on role.

Applications for September look strong and it is expected Year R will be full at the outset.

It was noted the two sets of EAL and SEN figures didn't agree. Gobs asked that most current figures were presented for both sets of information to avoid confusion.

It was noted there had been an improvement in pupil behaviour and Governors congratulated school on reintegrating children after exclusion successfully

Governors were advised SCL are looking to increase their Breakfast Club charges.

It was agreed that the school should carry out a full review the current provision of Breakfast Club, Afterschool care, Lettings and school run clubs and come up with a number of costed scenarios including prices from other external providers to determine the best way forward. Governors asked for this report is to be ready for discussion at resources meeting.

GB asked for a schedule of current internal & external school clubs and lettings including costs and income.

It was agreed the provision of wrap around childcare could be a useful USP for the school.

Governors thanked VA for her succinct and clear report.

### **SDP Priorities**

Deferred

### **FMR / Budget / Supply & Staffing Costs**

Deferred

### **Governor Training & Visits**

CE will circulate handouts from recent Hot Topics Webinar.

### **Strategic Leads**

No change

### **Cooperative Trust Update**

Though invited no representative from SCC was able to attend the meeting to participate in discussions on the move to Co-operative trust status.

Governors unanimously agreed to the proposal

*'That the governing body of Moss Lane School should explore and consult on formally changing school category from community to foundation and simultaneously acquiring trust status, to act as the school's legal foundation, in this case as a cooperative membership trust with a strong mutual dimension'.*

### **SFVS Submission**

Signed by EJ for immediate submission.

### **Approve Level of Balances**

Deferred

### **Letting Annual Accounts**

Deferred

### **AOB**

Governors were advised that swimming provision is agreed in consultation with parents on a three year rolling program. Year 2 children are coached to Surrey



Sports Park for a period of 10 weeks at a cost of £42.00 to be met by the families, during the summer term.

This year, due to the setting up of an online payment system, the letter sent to the parents didn't provide much notice for the permissions slips to be returned and payments to be made.

It was noted that the swimming for next year needs to be booked in the next few weeks to secure the provision. **Governors agreed that another parent survey** should be undertaken with Reception and Year 1 parents as soon as possible. EJ agreed to include in the next Governor Gazette.

It was noted there were some negative comments about the swimming on social media but only 1 parent had spoken directly to the school.

### **Confidential Matters**

None

### **Meeting Review**

Governors are clear on Ofsted outcomes and areas of focus going forward.

**Next meeting: Wednesday 23 May 2018 - RESOURCES.**