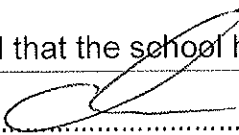


**Minutes of the meeting of the Governors of
The Hawthorns Primary School held on**

Full Governing Body (FGB)
Thursday 22nd October 2015
5.30pm

Present: Mr C Shaw Mrs P Kerton (Headteacher) Dr I Severn
Mrs J Shepherd Mr J Howarth Mrs E Kerr
Mrs R Beech Mrs C Hare Mrs D Hampton
Mr M Jex Mrs K Blake Mrs E Bridgeman
Mrs S Izquierdo(Clerk)

Ref		Action
15/78	<p>Apologies and welcome</p> <p>The chair welcomed all to the first FGB of the year. Apologies were accepted from Mrs Doreen Murgatroyd.</p>	
15/79	<p>Declaration of Interest in today's agenda</p> <p>None declared.</p>	
15/80	<p>Minutes of the last meeting held on Thursday 9th July 2015.</p> <p>The minutes were agreed and approved as a true representation of the meeting.</p>	
15/81	<p>Matters Arising</p> <p>It was noted that Sports Funding will be reported later in the meeting.</p> <p>A slight change to the running order of the agenda was requested by the Chair.</p> <p>Item 6. School Vision and Strategy was proposed as the next item.</p>	
15/82	<p>School Vision and Strategy</p> <p>The Chair of Governors shared his knowledge of visions and strategies from other headteachers and schools.</p> <p>The draft School Strategic plan was distributed during the meeting. The schools mission and values were all agreed as per the current statements.</p> <p>A discussion was held as to where the governors saw the school in the future. It was agreed to work with the four key points from the Ofsted building plan. The SIDP should be the detail behind them.</p> <p>A strategic plan found online for inspiration was shared with the Full Governing Body (FGB). It was agreed that this plan was useful in that it focused from an Ofsted inspection to where the school aims to be by the next inspection. The plan also demonstrates this pictorially.</p> <p>Governors understood that the school has had a strategic plan since its last</p>	

Signed by Chair of Governors.....

Date.....*10/10/15*.....

15/86

beneficial to the opportunities presented to the children.

SIDP 2015-16

The headteacher ran through the SIDP for 2015/16 highlighting new items for the year. The SIDP will be regularly updated and uploaded to the website for reference prior to every FGB. Updates and comments will be added each term and colour coded.

Governors enquired how the teachers are managing with pupil conferencing. The school confirmed that specialists are covering the teaching of music to allow time for the class teacher to manage pupil time.

The school confirmed that the Forest schools project is developing momentum within the school. The trained member of staff is now practising before an assessment at the end of the year. The teaching will then be rolled out.

Governors enquired as to the benefits of the forest school project to the children? The school confirmed that much of the work is group work, the pupils have to work together in a much more interesting stimulating natural environment. The environment builds confidence, resilience, independence and character.

Governors enquired as to whether the project is sustainable? The school confirmed that it is exploring funding opportunities. The school confirmed that the 'My journey' money had gone towards the project as an outdoor pursuit.

Mrs Kerton welcomed governors to feedback on the SIDP.

Governors were requested to add their objectives under leadership and management.

Comments added this term within the SIDP will be made in black ink.

ALL

15/87

Headteachers report

The report was distributed prior to the meeting and Mrs Kerton welcomed questions.

Governors requested clarification regarding the SEN categories. Mrs Kerton gave explanation.

No further questions.

15/88

Chairs report.

Mrs Shepherd provided verbal feedback from the recent chairs forum and will email the summary to all governors. Key discussions involve;

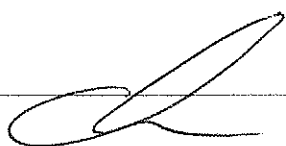
- Child Sexual Exploitation, Safeguarding, e-safety including online grooming,
- The Pay Policy and the Budget.

JS

Signed by Chair of Governors.....

Date 12/12/15

	<p>-teacher recruitment in to the area</p> <p>-Prevent Training, all governors who carry out the online training should provide a copy of their certificate to the clerk for filing.</p> <p>Any concerns regarding radicalisation should follow the Safeguarding procedures.</p> <p>Governors expressed frustration towards the Local Authority (LA). At each forum the LA are stating that budgets are tight however there appears no plan or strategic vision as to what they are doing to assist schools. Mrs Blake agreed to raise the subject at Executive level within the LA.</p> <p>The Chair of Governors reminded all governors to the importance of sending apologies and completing the proformas as evidence of governor input.</p>	<p>ALL</p> <p>KB</p>
15/89	<p>Governors vacancies and updates</p> <p>Information to be sent to the school community week commencing 2nd November 2015.</p>	
15/90	<p>Governors Visits and Reports</p> <p>Mrs Kerr feedback on her meeting with Mrs Prebble on maths. Discussion was held on targets, teaching focus and non-setting teaching approach.</p> <p>Mrs Kerton advised that she will be seeking support from FTP to enable teachers to visit established non setting teaching schools.</p> <p>Governors enquired as to whether there would be additional training for TA's to enable support to the teacher during non-setting teaching of maths. All teachers have TA support in maths. TA's provide support to individuals and small groups of varying abilities.</p> <p>The school agreed that the changes to the teaching of maths were unfortunate in relation to all the changes being implemented with the curriculum. Mrs Kerton advised that she will continually review the approach through the year.</p> <p>Mrs Bridgeman feedback on last year's involvement as humanities governor particularly the focus in supporting the subject leaders with the development of their files to include assessment. The resources in school have been explored and ideas have been discussed on raising the profile of humanities in school. Mrs Bridgeman thoroughly enjoyed supporting Mrs Machin and Miss Allsop in particular her involvement in the Magna Carta assembly and an Olympic inspired project for the Summer Term 2016.</p> <p>Dr Severn provided the FGB with an update on ICT involvement this term, Year 6 are now using a web design programme and have also been involved in creating the Hawthorns newspaper. A copy of the Newspaper to be sent to Governors to view.</p>	<p>PK</p> <p>EB/SI</p>

Signed by Chair of Governors.....


Date.....10/12/15

15/91	<p>Policy Review.</p> <p>i) Whistle blowing policy- approved with no comment from the governing body.</p> <p>ii) Pay Policy- following the amendments under the DfE Teachers Pay 2015 and the Wokingham LA model policy the changes were highlighted to the Governing Body. The Pay Policy was approved on the recommendation of the PR&PMC.</p> <p>iii) Code of Conduct- Governors code of conduct approved. A copy to be sent to all governors for signature of understanding.</p>	SI
15/92	<p>Annual Statutory Requirements</p> <p>The clerk requested that the following documents be returned over half term to ensure statutory compliance; Declaration of governance, Business declaration, and skills audit.</p> <p>All governors were reminded of the statutory requirement to publish Governors details including the business declaration publically on the schools website.</p>	ALL
15/93	<p>Governors day training</p> <p>All agreed that the 'Outstanding Ofsted' training would be a very beneficial with a number of relative new governors and the potential for an inspection from April 2016. Mrs Kerton to contact Gillian Cole for Governors day training.</p>	PK
15/94	<p>Communication</p> <p>The Governors Digest had been distributed for reading prior to the meeting.</p> <p>Each committee were requested to take their own items from the Digest and raise as an agenda item within their meeting to ensure focus.</p> <p>The chair advised that committee meeting minutes will now be published in the staff room for staff to view.</p>	Chairs SI
15/95	<p>Date and Time of next meeting- Thursday 10th December 2015. 5.30pm</p> <p>Date and time confirmed.</p> <p>Mrs Hampton left the meeting at 8.10pm</p>	
15/96	<p>AOB</p> <p>A request was made by the chair for a Learning and Teaching data meeting to be held at the end of November. It was felt that the FGB meeting on the 10th December may have too many other agenda items. The school to issue a date for the L&T data meeting.</p> <p>Governors were reminded to sign up for School council, PTA and Parent forum.</p> <p>Governors were requested to consider whether they could attend and assist at the</p>	PK/RP ALL ALL

Signed by Chair of Governors.....

Date 10/12/15

	<p>winter fair.</p> <p>Mrs Kerton requested the assistance of two governors to work with the school on reviewing new SRE material. Mrs Kerr and Mrs Shepherd agreed to be involved.</p> <p>The clerk of governors distributed The Key Subject Leader questions and answers document to assist subject governors in developing their depth of knowledge in their subject. It is advised that all subject governors and leaders work through this together.</p> <p>The meeting closed at 8.20pm.</p>	EK/JS
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Signed by Chair of Governors.....

Date.....*10/12/15*

