

	<ul style="list-style-type: none"> • PD has contacted Mr. N Murphy, who has a maintenance business. He has agreed to do small maintenance jobs as required. 		
Staffing			
5.	<ul style="list-style-type: none"> • Headteacher Maternity leave – Hannah Mulcrone has agreed to step up to Acting Head and Steph Clitheroe current Year 1 teacher has agreed to cover Hannah’s Deputy and SENCO non teaching days. A new teaching appointment (Mrs Sinead Bhamra) has been made to cover Year 1 and Mrs. Steph Game will cover HM’s teaching day in Year 3. • JW advised that her pregnancy was progressing well, but she was beginning to feel tired, and therefore she was considering finishing at the end of term. Governors understood her situation, wished her peaceful Christmas, relaxing New Year and the safe arrival of her baby. JW thanked them for their wishes and thanked Governors and Staff for their support. • Head teacher Performance Management– JW left the meeting. LH advised that she and RB had completed JW’s review. JW had met the targets set and the school had had a Good OfSTED inspection. LH proposed that JW should be awarded an additional pay point. All Governors approved this proposal. • Head teacher objectives – Due to JW maternity leave, the objectives were discussed with HM as Acting Head. The objectives are to develop a SIAMS vision statement for school, keep processes updated and look after the school until JW returns. 		
School improvement plan			
6. Head teacher report & Sip	<ul style="list-style-type: none"> • Heads update: AF asked if the number of exclusions related to just one or a number of children. JW confirmed it was just one and the child is currently on a reduced timetable. LH confirmed that she would check the SCR termly. Governors discussed the format and membership of the A1 cluster. JW advised that due to some of the schools becoming academies, change in organisational structure, personnel and roles, schools within the cluster met and worked together in smaller groups or other collaborative groups which is proving to be more beneficial. • SIP: The section headings of the new SIP relates to the new OfSTED framework and standards. Most of the previous SIP objectives were achieved so the focus of this SIP is to embed the new curriculum, reading and Maths Mastery Schemes. • Teaching & Learning committee: Meeting dates have been set and each meeting has a focus. • Resources Committee: at next meeting dates and focus of each meeting to be set and agreed. 	Jan 20	Res comm
Updates on Projects and Other Issues			
7. Nursery Provision Preschool	<ul style="list-style-type: none"> • Preschool accounts and bank statements have been assessed, currently they indicate that it would not be viable for school to take over the management of Preschool. Due to current and forecast funding levels for nurseries and schools, Alconbury School doesn’t have the capacity or resource to manage and support an under 5’s setting. Governors were saddened by this decision and all reluctantly agreed that school could not agree to this commitment. • They also felt that capacity wise with JW going on maternity leave this was not the right time for the school. 	Dec 19	LH

Policies																																																											
8. Policies for Review and Ratification	<ul style="list-style-type: none"> SMSC - For review at next meeting a working party of JA, LH, KS. Critical incident management plan – is almost complete. To be ratified at next meeting. Evacuation procedure has been tested and works although new signage is required in places. Agreed by Governors. Sex and relationship Policy-Postpone until 2020 when new guidance is published. Behaviour Policy – Approved by T&L committee. Educational visits – typo to be corrected. Governors Agreed. Mobile phone policy - safeguarding wording to be corrected. Governors Agreed. Letting policy - Date to be corrected Governors agreed. Pay Policy model policy agreed. Management of Staff sickness and absence. Appeal steps – chairperson to be adjusted in line with our school organisation. Who does the management of the Head teacher absence? Agreed. 	Jan 20	JA/LH/KS																																																								
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Governor Training/Development																																																											
9. SIAMS & Vision	<ul style="list-style-type: none"> Training Session – postponed until next meeting. 																																																										
Updates, information and regular items																																																											
10. Committees & Governor Responsibilities	<ul style="list-style-type: none"> All Governors agreed to remain on the same committees Linked Governors: LH reminded Governors to contact their link teachers and JW suggested that they discuss subject leadership. <table border="1"> <thead> <tr> <th>Year</th> <th>R</th> <th>1</th> <th>2</th> <th>3</th> <th>4</th> <th>5</th> <th>6</th> </tr> </thead> <tbody> <tr> <td>Teacher</td> <td>Michela Payne</td> <td>Carly Mawhinney & Steph Clitheroe</td> <td>Karolyn Owen Lorraine Robbins</td> <td>Jill Suckling</td> <td>Kathryn Day</td> <td>Patrick Geary</td> <td>Charlie Hawkins (incl. PE Grant)</td> </tr> <tr> <td>Governor</td> <td>Alison Fendley</td> <td>Kelly Peck</td> <td>Rebecca Schofield & Kim Sewell</td> <td>Jayne France</td> <td>Julie Cook</td> <td>Vanessa Watson</td> <td>Philip Baker</td> </tr> <tr> <td colspan="2">Head Teacher</td> <td colspan="6">Lucy Hampton</td> </tr> <tr> <td colspan="2">Deputy/SEN/CIC</td> <td colspan="6">Jane Adams</td> </tr> <tr> <td colspan="2">Office</td> <td colspan="6">Rachael Booker</td> </tr> <tr> <td colspan="2">Teaching Assistance</td> <td colspan="6">Jane Adams</td> </tr> </tbody> </table>	Year	R	1	2	3	4	5	6	Teacher	Michela Payne	Carly Mawhinney & Steph Clitheroe	Karolyn Owen Lorraine Robbins	Jill Suckling	Kathryn Day	Patrick Geary	Charlie Hawkins (incl. PE Grant)	Governor	Alison Fendley	Kelly Peck	Rebecca Schofield & Kim Sewell	Jayne France	Julie Cook	Vanessa Watson	Philip Baker	Head Teacher		Lucy Hampton						Deputy/SEN/CIC		Jane Adams						Office		Rachael Booker						Teaching Assistance		Jane Adams							
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11. AOB	<p>Safeguarding –</p> <ul style="list-style-type: none"> A risk assessment for a pupil who is receiving intravenous medication. Safeguarding training – HM has completed her refresher training MP and SC have full training booked and JW to arrange refresher training before returning from maternity leave. <p>There was no further business Meeting closed at 8.15pm</p>																																																										
12. Next meeting	Full Governing Body Meeting Thursday 30th Jan 2020 @ 7pm																																																										
Dates of future meetings and events			Comments																																																								
Full Governing Body Meeting Thursday 19 th Mar 2020 7:00 PM Thursday 30 th April 2020 7:00 PM budget build Thursday 25 th Jun 2020 7:00 PM Resource Committee Meeting TBA Teaching & Learning Committee – 5th Nov 19 at 6pm Pay Review July 2020		Property Manager (Strictly Education) Thursday 23 rd January 2019 @1.30pm School Finance Advisor - Jane Green Autumn Term – 1 st October 19 Spring Term - TBA Budget Build - TBA																																																									