

Minutes for Committee Meeting of LGB for Guilden Morden C of E Primary School 25<sup>th</sup>  
January 2017  
Personnel and Staffing

Committee Members:-

Alan Wright HT	Governor	Present
Anna Fettiplace	Governor	Present
Judith Davis Roach	Governor	Present
Ninette Taylor	Governor (Vice Chair)	Present
Mark Robinson	Governor (Chair)	Absent
Sarah Fryer	Governor	Present and minute taking

Also Attending: None

1. Apologies for Absence

Mark Robinson – absence agreed

2. Confidential minutes this meeting

These were decided

3. Minutes from last meeting (and decision re Confidential minutes past meetings).

Agreed that minutes confidential as suggest by SF

4. Matters Arising not otherwise covered

Nick Hills – has not come back with regards his action from finance meeting.

**Action:** NT to follow up

5. Pupil progress

There have been some issues with the software, but AW gave an update.

Overall, KS1 there are approx. 40% of children at or above ARE being reported.

Yr 3 and 4 approx 80% of children are at or above ARE being reported

Yr 5 and 6 100% of children are at ARE being reported.

NT: Why are children not making progress?

AW: Concerns about need to raise expectations of children via the T&L.

NT: There are areas of concern, such as those who are below ARE. How will this be addressed?

AW: Additional monitoring, Tracking of chrn, CPD and support for T&L to ensure appropriate expectations and challenge,

AW also gave feedback on areas of improvement (appended to minutes)

AF: questioned where the SEND pupils and other vulnerable groups were, and how they were being monitored and supported

AW: discussed where the SEND support was being put in and how these were being addressed.

AF: Do the patterns of work of staff support or hinder the learning of the pupils?

AW: These need to be monitored to ensure that they do enhance the learning, but AW will continue to review and support this

AF: How do you know that the progress provided is a realistic level?

AW: Staff providing an evidence grid (to be started in February), and moderation with Bourn

**Action:** AW to report back at next P&S committee

#### 6. Raising Achievement Plan update

AW: have put together and will start using a tracking system next week.

Staff have visited Bourn and seen what they do

New code of conduct and behaviour policy going out to parents this week

Joint work completed with Bourn both in their school and they will be coming over here

SF: Have staff taken on board the way that Bourn are planning etc?

AW: There has been an understanding but yet to be embedded

#### 7. Website update

JDR and AW had a productive meeting last week

JDR has been looking at possible providers for the template of the website, and has seen many good ideas, which they are now investigating.

AW and JDR are aware that DEMAT need to agree changes of web hosting

#### 8. GAMUT update

This has been agreed and sent to print

#### 9. Play Equipment Update (draft letter to the Trustees of the Village Trust )

NT has drafted a letter and governors have fed back. The chrn have already discussed what they would like, and there has been a suggestion for a 'trim trail' and shelter, as well as more climbing equipment. There was discussion about the educational value of the equipment, as well as the encouragement of the being outdoors and enjoyment of exercise which is important at the start of their life. There was also discussion about how the Christian ethos of sharing, working together and being kind to each other could also be taught through the collaborative use of the apparatus.

**Action:** AW will also get more brochures about what is available

**Action:** JDR will get the names from those who may have other brochure

**Action:** NT to make contact with DEMAT with regards to contacting the Trustees

**Action:** update in March GB meeting

#### 10. Governor visits update

AF and SF have completed learning walks this year.

The displays look more welcoming and the decoration has really improved the school.

There are better areas for the children to work, the library is improved, as is the hall, but the behaviour policy has yet to be embedded

There continues to be a need to improve expectations and outcomes of the chrn.

What went well and even better if discussed attached to minutes from SF

11. Links with Bourn School

This has been agreed that MR will talk to the CoG – he has made contact but is to talk further.

**Action:** MR to update at next meeting

12. Clerk for LGB

**Action:** NT to contact Hertfordshire, Cambridgeshire and Bedford to see if they have a clerking service and could provide a service for the LGB committee meetings and cost

13. Marketing of the school

Covered in other areas

14. Discussion re Aligning LGB discussions with the appropriate Ofsted suggestions for improvement and/or Raising Achievement Plan and minuting it.

This can be covered in the full GB meeting. AW will provide a headteacher report under those headings so that they are aligned

15. Formal opening of new classroom.

This will be considered at the February meeting

16. Review and formal adoption of any policies

The Behaviour policy was discussed and adopted.

**Action:** AW to provide a list of policies we have and those that need updating

Collective Worship policy to be reviewed for next meeting

**Action:** Agenda item for next meeting

Code of Conduct needs to be adopted due to Ofsted Safeguarding requirements.

**Action:** NT to check the EPM website for policy, confirm with AW, and if agreed circulate for the comment at the following meeting

17. Sarah's mind map

Agreed that the named governors would be 'safeguarding', 'SEND', Teaching and Learning – these to be discussed at full GB.

**Action:** to be put on the agenda

**Action:** Revisit the mind map at finance meeting

18. Review schedule of LGB visits to school

These were reviewed and JDR and NT to come on 2<sup>nd</sup> Feb 2-3pm (and celebrate AW birthday at the same time!)

19. LGB training

**Action:** NT to investigate Hertfordshire governor training

**20. Any other business**

None raised

**Next Meetings:**

**8 February 2017, 7 pm at the school, committee meeting re Finance and Budget**

**7 March 2017, 7 pm at the school, full LGB meeting**

**Future Agenda items:**

**Budget**

**Pupil premium - how spent, what impact**

**Sports Grant - how spent, what impact**

**Outcomes for Maths - impact of intervention**

**Review and adopt all policies.**

Part 2 – confidential items

None

MS Taylor  
Vice Chair  
08-02-17