

Local Governing Body for Guilden Morden CofE Primary School

Date	In attendance	Agenda	Details / Actions / Challenge questions
07/02/2019	Jeremy Fisher Mark Robinson Ninette Taylor Sarah Fryer Kristy Carter Kitt Smith	<ul style="list-style-type: none"> • Welcome • Apologies • PecuniaryForms • Confidential minutes • Minutes of previous meeting to be agreed and signed • Matters arising from previous meeting for items not on the agenda • Safeguarding and Health and Safety 	<ul style="list-style-type: none"> • MR welcomed all to the meeting • Apologies received from Anna Fettiplace and Judith Davis-Roach • Pecuniary interest forms have been sent to governors by previous clerk, forms to be returned to KS • Noted that minutes will be anonymised, if published minutes may need areas to be redacted prior to publication • All agreed minutes should be signed – MR signed and handed to KS for filing • Agreed that KS would use highlighting to show actions, challenges etc, see key at top of minutes MR asked if the Business Continuity plan was completed – JF advised it is still in progress The school gate is to be locked JDR is to send details of the past history of the school – the back story and turmoil of different staff, no strong leadership i.e. headteacher, this is to explain and to add to the contextual data • JF and SF have attended safeguarding Governor training (two days half days 16th Oct and 22nd Jan), and MR attended the first day Diane Stygal from Cambs came to look at safeguarding (on behalf of DEMAT) on 23rd Jan and was very happy with what we are doing. There were a couple of small actions but nothing major. Jeze will update in this report. SF visited the school on 30th Nov and 6th Dec with regards to safeguarding and Health and safety. She checked the SCR and was happy with it. Health and safety updated and JF will bring to the meeting. Fire drills have been carried out, but we need to do an evacuation practice. SF also spoke to all staff with regards to safeguarding and things were as expected, except one person was found who needed more training. JF was putting this in place SF spoke to several children and noted that they know who to talk to if they have a concern about any issues. SF visited class 3 and was pleased with the way that the children were working and interacting with the teacher. She spoke with the teacher about the subject areas that she is leading on and saw her paperwork where she had the objectives, monitoring and the impact. Ninette, Anna and SF met with Jenny Daniels with regards to Ofsted readiness on 15th January. We will update with the meeting with JF. JF advised he had now been advised that the child who was not in school has now been taken off the roll, but the child is alive and well, should have been advised in November. The Lettings policy will need updating, SF advised that it should be fine to use, KS has found out that there is going to be a DEMAT Charging Policy (it's not yet ready), which should cover lettings. JF/MR to be working on Long Term Security Improvement Plan, Can advise that fencing is to be replaced and work to commence w/c 11/02/19 MR asked about the Risk Assessments, SF has completed approximately 20 so far, and is following up on the Safeguarding one

		<ul style="list-style-type: none"> • Data • Leadership and Management • Ofsted Readiness Report • Budget 	<p>KC asked how often the Health and Safety policy was updated – JF advised it was done annually unless there was something of importance to be amended/added</p> <p>MR asked if the swimming pool had been reviewed for Health and Safety – JF advised that this had been done by himself</p> <p>SF advised that there had been an evacuation – JF confirmed this but would like to hold another due to staff changes</p> <p>MR wanted to know that staff know their way around school in the case of Evacuation/Invacuation</p> <p>JF advised that staff did know their way around the panel operation.</p> <p>MR asked for the accident stats to be discussed at the next meeting and how many were harm injuries –</p> <p>KS will put on Agenda for next time – and will try to get comparisons for schools within DEMAT of a similar size</p> <ul style="list-style-type: none"> • AF and JF have been looking at Data together, breaking down, AF is ahead of the game and would be the governor to speak about Data at the Ofsted inspection <p>JF advised that stats are good and reasonable, they don't want to overestimate, but with the new maths approach and the Talk4writing initiatives they are moving forward</p> <p>JF supplied Data Questions and Responses (see Appendix (1) showing challenges from the LGB</p> <p>NT asked if data stayed at GD, would this be good, JF said that as the child gets older then even if they were still at GD there would be natural progression</p> <p>MR asked that in the Yr2 data it showed an improvement – but wondered if it were a correction</p> <p>JF advised that it was improvement and re alignment after going through moderation</p> <ul style="list-style-type: none"> • JF and KC meet monthly, they will summarise the Action Plan and JF will send out <p>KC is preparing a Professional Development tool</p> <ul style="list-style-type: none"> • Ofsted Readiness Report (ORR) was carried out by Jenny Daniels see Appendix (2) <p>JD was in attendance for the day, there was lots of challenge</p> <p>General consensus is that LGB feels better prepared on the whole but some would worry that they would not know all there is to know, this would be covered by having various members on hand to cover various areas</p> <p>NT suggested that on the day if you are questioned then you should have 2 things that you've achieved that have had a direct impact on the school and that aligns to the children's learning journey</p> <p>SF advised all to believe in themselves – look at what we do, have achieved – 'we are good because we do this'</p> <p>JF said that inspectors may look at the last HMI report of 2016, it's been a long journey to improve but we are imbedding and sustaining good practices</p> <ul style="list-style-type: none"> • MR met with Alex Rutterford-Duffety from DEMAT, they are supportive of the school, but the reserves have been used and we are running at a deficit. <p>The current strategy supported by DEMAT is to structure the school in order to get a Good Ofsted, but in any plan we need to do some scenario planning, for any outcome.</p> <p>MR/JF/NT – to brainstorm going forward – MR will speak with ARD to get this process moving</p>
--	--	--	---

		<ul style="list-style-type: none"> • New Ofsted Inspection Framework • Path and Fencing – new access to school • LGB Plan • Governor Visits and reminder form • New Home School Agreement • Business Continuity Plan – update • Recruitment • AOB • Next meeting 	<p>MR asked how much it cost to keep the swimming pool in operation – JF advised the costs were not massive and they would look at them at the next meeting</p> <p>JF and KC spoke about the preschool, JF sees it as a feature to be expanded and advertised. KC advised that she has further sessions on Tuesdaypm and Fridaypm, these will start after Easter, charges may need to be increased but it will be based around snacks not actual session charges KC and JF will send out letter in next 2 weeks, will also look at media, advertising</p> <ul style="list-style-type: none"> • JF advised that the Curriculum is still focussed but not only on English and Maths SF believes that the New Framework will not expect data just for the sake of it, there must be a reason and it must be meaningful. At present DEMAT asks for data 2x per term JF to go to staff to discuss to see how appropriate this is, what impact it has on workload, how useful it is and how long it takes to prepare JF wants to give staff time to complete, if there were no data there would be no check on children reaching their potential • The new path is in design phase waiting on plans to be confirmed, MR wanted to know when this would be JF advised that he would send an email to Peter Smith Associates to ask when they will be attending, governors would be welcome to attend visit. JF advised that fencing will be started w/c 11/02, this is part of the school security plan. • NT asked that you advise her when coming to school for visits, monitoring, learning walks etc SF advised that she had carried out a class 3 link visit • NT has a list and will circulate • JF advised it is not yet complete – this is to be kept on the Agenda for next meeting • JF and JDR are working on this – to be kept on Agenda for next meeting • No further staff have stepped forward, this is under review as to how many more governors are required, KS to send skills audit forms for completion, there are at present 6 active governors on the LGB • Look into the for and against as regards the swimming pool • Tuesday 26th March 2019 7.00pm to 8.30pm.
--	--	---	--

--	--	--	--