

Haslingfield Primary School

Minutes of the Governing Body Meeting

Held at the School, at 4.30pm on 12th February 2020

Governors present: Graeme McLeod (Head) Paula Durrant – Chair (PD) Donna Peck (DP) Jenny Reavell (JNR) Pam Collis (PC) Tim Robinson (TR), Janet Reinemann (JR) and Becca Gilbert (GB)

Also in attendance: Kathleen Baptie (Clerk KB)

<p>1. Welcome and Apologies None</p> <p>2. Declarations of Interest None</p> <p>3. Matters Arising and Approval of Minutes of the meeting of FBG held on 17th November 2019 Carried forward as some members had not received the minutes in advance.</p> <p>4. Website/Governor Information for parents/carers – who are we?</p> <ul style="list-style-type: none">• PD to arrange with Coryn a date for Governor photographs to be taken.• TR to co-ordinate profiles and chase those that are missing. <p>5. Safeguarding. Child Protection: <i>Carry out an annual review of Safeguarding and the Child Protection arrangements to ensure compliance with governing bodies, trustees and proprietors responsibilities (the Annual Child Protection and Safeguarding Monitoring Report) – receive an update from assigned Governor</i> It was noted that the school's report is less than a year old and not due yet. PD has been working through the Safeguarding Monitoring Tool with GM</p> <p>6. Pupil Premium Included in Head Teacher's report.</p> <p>7. Reports from:</p> <p>(i) Head teacher – Report to Governors GM gave a brief overview of his report which had previously been circulated to members. This included;</p> <ul style="list-style-type: none">• Awards attained by the school, or which the school is working towards.• The provision of additional activities delivered by teachers, teaching assistants and 7 peripatetic teachers.• Value of being part of Network cb 23 cluster schools.• Priority Point Development Plan Success Criteria• School Self Evaluation	
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- Staffing updates

DP discussed the schools preparations in line with the new Ofsted Inspection Framework.

When planning for each term staff will be examining their ‘intent’ for foundation subjects and preparing for the ‘deep dive’: an in depth examination of a subject by Ofsted; including questioning associated to topic plans. DP explained the ‘Golden Thread’ – how it works and what it should look like throughout the school. The SLT will be meeting regularly with staff working to ensure that subjects are linked to intent and that this can be readily demonstrated.

It was suggested that Governors visits be linked in to subjects and draw out the information.

The School’s Development Plan was explained by GM, showing priority points and reasons why.

The school’s EY rating of ‘developing’ is being addressed with the support of an Early Years adviser as part of the school’s action plan.

GM read out the school’s Accessibility Plan which was agreed by the Governors.

The 2017 Post Ofsted response and PPDP Evidence report were reviewed.

(ii) Governor Visits – receive feedback of visits undertaken between November 2019 and March 2020

It was noted that several reports are to follow as a result of recent visits including KIT meetings, class outings and meetings with the School Business Manager.

(iii) Governor Learning Walks – assign governors to curriculum visits

Governors were informed that sadly RG will be leaving Haslingfield to join a new Parish in the north of England. The Head teacher and Governors were grateful for RG’s time and involvement with the school and wished her and her family every happiness in their new Parish. RG’s curriculum responsibilities were re-assigned and agreed as below.

Name	Role	Type	Monitoring Link
Paula Durrant	Chair of Governors Chair of Standards	LA	SDP Safeguarding, Health and Safety, Safer Recruitment Child Protection EYFS
Jenny Reavell	Vice Chair of Governors Chair of Resources	Community	PPDP – Point 1 English inc Phonics Artsmark Art & DT, Music PSHE & SMSC, RE

Becca Gilbert	Resource Standards	Foundation	SEND, Pupil Premium, LAC RE
Janet Reinemann	Resource Committee	Foundation	SEND, Pupil Premium, LAC MFL, Forest School
Pam Collis	Resource Committee	Community	PPDP – Point 2 Mathematics inc. XTables Computing Humanities
Tim Robinson	Standards Committee	Parent	PPDP – Point 3 Curriculum Design PE Website, GDPR

(iv) Resources Committee

JNR gave a brief report of the recent committee meeting, including;

- Talked about PPDP and funding and how the different elements of that are spent.
- Received and update on OOSC
- JNR to review quotes for playground equipment with NP
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(v) Standards & Attainment Committee

PD gave a brief report of the recent committee meeting including;

- Election of Chair
- School development Plan
- Update on Early Years Curriculum
- New Ofsted Inspection Framework
- Governor Engagement

8. CB23 Forum – PD Update

PD recently attended a meeting of Chairs within the network and reported that there was a good support mechanism where information and knowledge was shared. The meeting included a discussion about complaints procedures.

9. Schools Funding Formula – JR/PD

A discussion took place about the formula set by the Government and how Cambridge County Council had considered a plan to move some of the funding into a pot for higher need.

The funding equates to a total of £3,750 per child, however when taking into account rising costs, increased salaries and pensions, free meals etc, then the amount per child is likely to be less than the previous year.

10. Review Governor Plan Cycle calendar for Governing Body/Sub Committee meetings & Governor Visits for next academic year

Individual members have noted dates for their own Governor visits. The schedule of meetings is as follows;

Resources - 4.30pm, Tues 17th March 2020
Standards – 4.45pm, Wed 25th March 2020
FGB – 4.45pm, Wed 29th April 2020

Resources – 4.30pm Wed 13th May 2020
Standards – 4.30pm, Wed 20th May 2020
FGB – 4.30pm, 17th June 2020

11. Approval of any policies

None

12. Review of Governor Terms of Office/Appointments and Vacancies/Training Update

It is hoped that the vacancy created by RG standing at the end of March 2020 will be filled by the United Charities. In addition there are 2 more prospective governors, 1 parent and 1 other.

It was agreed that Governor visits should reference PPDP 1,2 & 3.

PC has attended Health & Safety training and is also booked onto Child Protection training.

13. AOB

The Department of Education has put out a consultation document on Music in Education. JNR will look at it and send the link to members.

Meeting finished at 6.30pm

Next meeting scheduled

Resources Tue 17th March 4.30pm

Standards Wed 25th March 4.45pm

FGB Wed 29th April 4.45pm