

# Local Governing Board Committee Minutes

28<sup>th</sup> November 2018



**Present:** C Street (Chair), J Harris, K Taylor, J Bullock, N Foster, F Burton, G Snow, J Slee-Karim, E Dobson (Minute taker)

Item	Description	Discussion	Actions
1	Welcome	Welcome by CS	
	Apologies for absence	K Richards, D Mansfield, L Redfern, M Huby, L Simpson	
2	Declaration of interests	Nigel Foster is school photographer. Nobody else anything to declare. KR has a list of Interests	
3	Election of Chair and Vice Chair	Following discussions CS voted to remain Chair and MH voted to remain Vice Chair. All agreed within room	
4	Items of Urgent Business	To be covered under point 8 on agenda	
	Approval of LGB minutes	Point 4.2 wrong name should be L.Milligan and not L.Simpson. 14.06.18 – minutes accepted.	CS to amend CS signed
5	Matters arising from the minutes	16.07.18 –task and finish group to discuss Robinwood . Approved 17.09.18 – Attendance policy – JH explained attendance policy has been rewritten but needs to be approved at next meeting.	CS signed

Item	Description	Discussion	Actions
	<p data-bbox="454 1753 518 1982"><b>Report from board members</b></p> <p data-bbox="638 1783 667 1982"><b>Staffing Matters</b></p> <p data-bbox="933 1944 962 1982"><b>6.4</b></p>	<p data-bbox="233 360 331 1653">How much money is coming in for SEND and what we spending it on? All the money is spent on 1 to 1 provision for the EHCP children. They do have other resources but the EHCP does not fully cover the cost of an LSA</p> <p data-bbox="376 360 443 1653">When staff was questioned about the SEND provision in school the terminology used by JW caught a couple of people out. The whole report was a real credit to the school.</p> <p data-bbox="488 432 555 1653">Discussed skills audit undertaken by all governors and happy that there is a good spread of experience across most areas. Possibility of a couple of training areas but will be discussed again at next meeting.</p> <p data-bbox="671 371 770 1653">Appointed 2 LSA's to work with support children. CS joined new to the school and DA taken on as a grade 6 as she has speciality in Autism. She can advise and help other staff in this area too. She has a bank of experience having worked in this area.</p> <p data-bbox="815 360 882 1653">James Bullock is leaving and there has been a good transition period for new deputies. James will stay on as a governor of this school.</p> <p data-bbox="927 1003 956 1653">JH presented the report and discussed different areas.</p> <p data-bbox="1000 360 1099 1653">Safeguarding report – this covers the period from the last board meeting to now. There has been full school staff training in this area. 2 child protection review cases. The school has a high number of LAC (6) children crossing over 3 social care systems.</p> <p data-bbox="1144 360 1211 1653">SEND report – Children in Need report. There were no questions from the table. Children settling in well and doing well.</p>	<p data-bbox="1262 114 1361 327"><b>Points to be discussed at next meeting</b></p>

Item	Description	Discussion	Actions
		<p>JB to continue as a co-opted governor.</p> <p>K Hill was safeguarding Governor – need someone to take over the role. Discussion around JB doing this</p> <p>M Stillborn was maths governor – need someone to take over this. Discussion in room and JSK agreed to take over the role. It involves ½ hour to 1 per term to look over Maths external reports. Maths mastery to assist.</p> <p>All other governors to continue in roles. Possibility of a GDPR governor and if so MH to take role.</p> <p>Discussed signing in procedures for visitors – try a piece of paper over the top of book or replacing sheets with a new book?</p> <p>In a recent report a school failed OFSTED on Safeguarding grounds as they had a signing in machine but did not check any ID documents. Also similar issue as with a book you can see list of people in the building on signing out.</p> <p>Safer recruitment training in January. Attendees JH, FB, GS, CS, LR, KR and possibly JSK.</p> <p>Annual Planner – Autumn, Spring, Summer. A task and finish group in January to discuss Autumn term, what's happened and been completed, and will take this to the next full board meeting plus the attendance policy and behaviour policy.</p> <p>Resignations discussed above.</p>	
8	<p><b>Other urgent business</b></p>	<p>There will be an AI (Appreciative Inquiry) on 11<sup>th</sup> December which will look at engagement into the community. Looking at developing the community to help learning. Governors will be going round school interviewing children and then we will engage with the parents through questionnaires.</p> <p>Communication could be better and we will ask parents how would they like us to communicate with them.</p> <p>CS identified KD and AS as excellent early years practitioners with detailed planning for lessons.</p>	<p>Confirm to JH who can attend</p>