



MINUTES OF A MEETING OF THE GOVERNING BODY OF DARNHALL PRIMARY SCHOOL HELD AT THE SCHOOL ON THE 22nd MARCH 2018 AT 6.30PM.

Name	A/P/ U	Category of Governor	Date of end of tenure	Designated Role
Mrs S Tomlinson	P	H/T		Headteacher
Mr R Strachan	P	Co-opted		Chair
Mr A Woods	P	Parent		Vice Chair
Mrs A Holden	P	Co-opted		
Mr R Burrows	P	Co-opted		
Ms L Robertson	A	Co-opted		
Ms J Stringer	A	Co-opted		
Mrs E Robinson	A	Co-opted		
Mrs J Hughes	A	Parent		
Mrs J Bailey	P	Staff		
Vacancy		Co opted		
Vacancy		LA		
Mr M Aspden				Clerk to Governors

PART ONE

The meeting opened at 6:38pm

The School Council represented by Courtney, Georgia, Molly, Charlie, Ethan and Ruben presented their pupil questionnaire supported by Mrs Houghton and Mr Kindon.

The Key Points they made were:

What made Children feel safe
 They liked their school uniform and would like some changes
 The types of golden nugget rewards
 Fundraising events the types of events they would like.

Governors congratulated and thanked the Council for their presentation.

Q: Who voted for the ice-cream?

A: Ice-cream came out on top of everything else. The extra playtime and picnic are less expensive but well liked.

The School Council representatives, Mrs Houghton and Mr Kindon left the meeting after the presentation.

APOLOGIES

Apologies were received from Ms Robertson, Mrs Robinson, Ms Stringer and Mrs Hughes.

RESOLVED: that the apologies be accepted by Governors

Darnhall Primary School
 22nd March 2018



DECLARATION OF PECUNIARY INTEREST

Governors were asked to declare any conflicts of interest about the business to be discussed at this meeting.

RESOLVED: that there were no declarations of interest declared.

MINUTES

RESOLVED: that the part one minutes of the meeting held on the 15th February 2018 be confirmed as a correct record and signed by the Chair.

MATTERS ARISING

The Action Tracker Part One has been updated as necessary.

SCHOOL PERFORMANCE

1. Overview

The Headteacher presented the EYFS data. Governors were informed that the data shows that the children are not on track to achieve the results that were achieved last year. Interventions have been implemented to address the issue. Governors were informed that the EYFS lead, Sarah Williams, would like to present updated data at the next FGB.

ACTION: Sarah Williams to present Early Years data at the next FGB

Q: Can we look at the new numbers?

A: The data is cohort sensitive, so Apple Nursery is achieving more.

Q: What assurance can you give us on the standard of the teaching?

A: I am really happy with Ladybirds and Apple Nursery. There have been no parental complaints this year. The parent survey is good. Rosie Hoyle, the LA consultant, has provided positive reports and the children are very settled. A health worker has noted the positive impact that the nursery has had on meeting the needs of one of the children.

The Headteacher informed Governors that parents had completed Parent View questions at parents evening and although there were no real concerns questions about homework had been raised.

2. Attendance

Governors were informed about changes that had been made to managing attendance. Governors noted that attendance is currently 95% and were informed that sickness has been a significant factor. The headteacher informed Governors of the impact of the reorganisation of the Education Welfare Service and the processes that the school had implemented.



Q: Is the EWO service now a traded service?

A: I am not sure. We are not getting what we got in the past.

Q: Are we paying for a service we are no longer getting?

A: I will check with Helen Young.

Q: Have staff had training in the legal procedures?

A: No, they have not.

Governors noted their concern that the school had not received any training to support staff in the additional responsibilities that had been taken on.

SCHOOL DEVELOPMENT

3. Current Focus

ACTION: The Governor Strategic Plan and Action Plan to be carried forward and added to the next FGB agenda

4. Actions Towards Targets

The headteacher presented the subject leader reports which have been circulated prior to the meeting.

Particular reference was made to:

- The additional maths support from Julie Downing.
- All the Key Year group staff have been on WEP maths training.
- There has been a focus on writing and this would move towards reading.
- A new reading scheme has been implemented in school.
- Writing moderation, provided by the Literacy Company, would be happening next week.

Q: Have we got some data to show the improvement as a result of the input from the Literacy company?

A: I can put this data on the Governor intranet. This shows us how far we have come.

- Science is being effectively led.
- A science fair had been held last Friday where children were sharing their learning with other children.
- The Science Lead is working towards the Science Quality Mark.
- Property Wise had paid for lab coats and safety glasses for the children.
- Esafety – There has been funding for a Snap Trap performance that Catch 22 provided for the children and the parents.
- There will be an Esafety breakfast next term.
- Staff CPD – Computing master teacher is happening next week.
- School needs more iPads.

Q: Has the IT Lead got access to programming resources? We need to look at this.

A: He has a budget for that.

5. Future Focus

There was nothing to report under this item.

CURRICULUM

There was nothing to report under this item.

BEHAVIOUR

There was nothing to report under this item.

HEALTH & SAFETY

There was nothing to report under this item.

FINANCE

13. Overview / Update

The Headteacher informed Governors of the budget position and the work that had been done around a potential staffing model to meet the needs of the school. The end of year balance for 2018/19 will be £45000 in deficit. The proposed plans would further improve this deficit by £14,000.

RESOLVED: that the budget could not be ratified with a deficit of this scale and we would discuss with Mark Parkinson the strategic issues required to set a budget.

PREMISES

15. Overview / Update

Governors were informed that a property plan would be developed by Mr Woods. The door access system is now operating again, and a maintenance contract is being explored for the system.

GOVERNANCE

17. Governors

Governors noted that Mrs Tomlinson and Mr Strachan were meeting with the Director of Education on the 28th March. They also noted that they needed to present a strong case with respect to the school's financial position.

Governors noted that there are currently vacancies for:

- 1 LA Governor
- 1 Co-opted Governor



Governors discussed the sharing of documentation using the school intranet. The Clerk advised Governors to consider Office 365.

ACTION: Demonstrate the Governor Intranet at the next FGB or the development day

Governors reviewed the proposed meeting dates for 2018/19:

Autumn term

- Thursday 20th September
- Thursday 25th October
- Thursday 22nd November

Spring term

- Thursday 17th January
- Thursday 14th February
- Thursday 21st March

Summer term

- Thursday 16th May
- Thursday 13th June
- Thursday 11th July

All Meetings to start at 6.30pm.

ACTION: The headteacher to arrange for every governor to have a school email account.

Governors noted that Mrs Holden would not be able to attend the June meeting.

Governors discussed holding a development day at the end of April. Mr Strachan would circulate the dates.

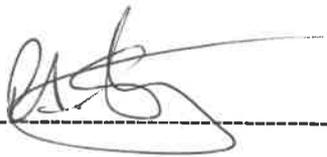
PERIODICAL

There was nothing to report under this item.

DATES, TIME AND PLACE OF THE NEXT MEETINGS

Meetings in 2018 which are all Thursdays at 6.30pm at the School:

Summer term – 10/5/18, 14/6/18 and 12/7/18


 ----- Chair

14/06/18
 ----- Dated

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ACTION MATRIX

Work Stream	Action No.	Date opened	Action Manager	Action	Action Update	Target Date	Status
Governance	1	13.7.16	Chair/ Govs	There remains a vacancy for 1x LA Governor and 1 x Co-opted Governor.	The results from the Governor skills audit and Governing Body effectiveness will be further considered.	Ongoing	Ongoing
Strategic building review	2	11.5.17	HT/ Chair/ Vice Chair	To continue the discussion about the single site planning.	Plans are still underway to reduce the Pan from 65 as this is too high. The next step is that the Chair of Governors can instruct the LA to reduce the PAN to 45 and it is hoped this will take effect from September 2019. Meeting with Mark Parkinson to discuss the single site ACTION to email Q: <i>Are we going to talk about this in the financial situation</i> A: <i>Yes. We are finalising the budget</i>	Ongoing	Ongoing
Governor Code of Conduct	3	26.10.17			The Clerk will send the NGA Code of Conduct to Ms Stringer for updating, this was sent by the after the November FGB Meeting. This will be ratified by Governors at the March FGB Meeting ACTION: Chair to contact Jackie Stringer to see whether the Code of Conduct was sent	Spring 18	Ongoing
Governor Strategic Plan	4	15.2.18	Govs	Driving the school forward.	ACTION: find a date for a development session in which to support this action.	10.5.18	Open
School Budget	5	15.2.18	HT and Finance	School Budget to be approved by Governors at the meeting in March.	On agenda	22.3.18	Open
Governor skills audit/Governor effectiveness	6	15.2.18	Mr Woods	Mr Woods will speak to Mrs Robinson for a further update.	This was looked at. This could be covered on the development day. It would help us identify new governors	22.3.18	Open
LGBTQI/Stonewall policy	7	15.2.18	HT & Chair	HT and Chair to meet to discuss further.	We need to respect differences and be tolerant while appreciating the vulnerabilities of the children. The Headteacher informed governors that they had a staff meeting that supports this view	22.3.18	Open



				and what children should be taught about healthy relationships and how to keep themselves safe. Q: have we got a policy in place? A: Yes. It is the Stonewall policy. Q: Does this need modifying? Can we modify it? I think it raises a level of expectation. A: We can do this. ACTION: The Headteacher to review the policy.		
School Performance	8	22.3.18	HT	Early Years Data to be presented at the next FGB		10.5.18 Open
School Development	9	22.3.18	Chair	The Governor Strategic Plan and Action Plan to be carried forward and added to the next FGB agenda		10.5.18 Open
Governance	10	22.3.18	Mr Woods	Demonstrate the Governor Intranet at the next FGB or the development day		10.5.18 Open
Governance	11	22.3.18	HT	To arrange for every governor to have a school email account.		10.5.18 Open



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