



AMPNEY CRUCIS C OF E PRIMARY SCHOOL

MINUTES OF THE MEETING OF THE

FULL GOVERNING BODY

1st December 2015 at 7pm

Present:

Rosemarie Chapman (RC) (Vice-chair)
Deborah Cook (DC) (Chair)
Barbara Di-Nucci (BD)
Janette Denyer (JD)
Rachael Dunn (RD)
Anne-Marie Wilkie (AMW) (Head Teacher)

In Attendance:

Elaine Ryan (ER) (Clerk)

1. Apologies and welcome

Apologies were accepted from Anne Bridges (AB), John Cross (JC), Revd. John Swanton (JS), Andrew Lazenby (AL) and Mike Speed (MS).

2. Register of Pecuniary Interests

There were no changes to pecuniary interests already registered.

There were no declaration of interests relating to the agenda items of this meeting.

3. Minutes of the last meeting held on 20th October 2015

The minutes of the meeting held on 20th October 2015 were agreed to be an accurate record and were signed by the Chair.

4. Matters Arising

All actions from the last meeting were completed with the exception of the following which were carried forward:

Action: AL and MS to complete Pecuniary Interest Forms at the next meeting.

AL and MS were unable to attend this meeting – **Action Carried Forward.**

Action: JS to write a paragraph for the school newsletter asking parents if they would like to be involved in Open the Book.

JS was unable to attend this meeting – **Action Carried Forward.**

Action: JS to progress appointment of a Foundation Governor.

JS was unable to attend this meeting – **Actions Carried Forward.**

There were no other matters arising.

5. Questions re: Head Teacher's Report

The Head Teacher's Report was circulated with the agenda of this meeting. The following points were raised:

EYFS

The EYFS Results (for the 2013/14 cohort) showed that 100% of summer born children had achieved a Good Level of Development (GLD), compared to 71% of autumn born children. This goes against the trend. 100% of boys passed the phonic screening test compared to 67% of girls – this also goes against the trend.

Policy Review

A governor asked for clarification of the Calculation Policy, AMW explained that this draws on both the New National Curriculum and the ABACUS System in order to provide children with a range of strategies for performing calculations and will form a cornerstone of Maths teaching in our school.

AMW added that schools are still unclear what the assessment criteria will be for September 2016.

Christmas Productions

The Christmas banner is now complete and is available to view in AMW's office.

The times of the dress rehearsals for the Christmas productions are as follows:

- Nativity – Monday 8th December at 9:30a.m.
- Pirates of the Curry Bean – Monday 8th December at 1:30p.m.

All governors are most welcome to attend.

A year has passed since the last OFSTED Inspection and this has been another very successful year for the school; the governing body expressed a vote of thanks to AMW and all the staff for their hard work and dedication.

6. Scheme of Delegation

Some amendments to the Scheme of Delegation were made, it was then approved subject to these amendments. It will now be amended and circulated to all governors and the Admin Officer.

Decision: The Scheme of Delegation was approved subject to amendments.

Action: Clerk to update Scheme of Delegation as marked and circulate to all governors and the Admin Officer.

7. Financial Control Checklist

The Financial Control Checklist was circulated with the agenda of this meeting. It was noted that all items marked 'N' are now being addressed.

Decision: The Financial Control Checklist was approved by the Governing Body.

8. Proposed new classroom

AMW clarified that a new classroom is required to optimise the learning environment for the children already attending, rather than to expand, the school. This would enable the following year groups to be taught in separate classrooms:

- Reception
- Years 1 and 2
- Years 3 and 4
- Years 5 and 6.

A working committee has been formed consisting of AMW, BD, RC, DC and AL, the first meeting will be held in January 2016. AMW has approached an Architect (the parent of a child at our school) who has agreed to help the committee to produce a detailed specification.

AMW is currently in the process of obtaining quotes for the new classroom, two have been received and both are higher than expected.

A parent with experience of fundraising is currently investigating funding streams and will meet with AMW shortly. Some local residents will be invited into school for a presentation on the project.

AMW confirmed that the target for the new classroom is still September 2016.

9. Questions re: Draft minutes of Curriculum and Staffing Committee meeting held on 10th November 2015

Some typing errors were noted, these will be corrected.

Action: Clerk to correct typing errors in draft minutes of Curriculum and Staffing Committee meeting of 10th November 2015.

For governors' information - the statutory guidance on Keeping Children Safe in Education is published on the DfE website.

The newly appointed teacher has visited school several times; as she is appointed on a 2.5 days per week contract she will not receive PPA and NQT time, this is reflected in her pay.

10. Questions re: Draft minutes of Ethos Committee meeting held on 10th November 2015

The TAs have attended an Outstanding TA course run by the Diocese, they reported that this was very good.

11. Questions re: Draft minutes of Finance and Buildings Committee meeting held on 18th October 2015

In reply to a question, AMW replied that the Access Plan relates to disability access to the school buildings and one will be created if required.

12. Governor Visits to school

JD is currently preparing her S.E.N.D. Report and will visit school again in January 2016.

DC attended a collective worship led by Willow Class, she reported that this was a lovely experience and the children had participated confidently. Feedback obtained from parents and grandparents at the end of the collective worship was all very positive.

13. A.O.B.

(i) Governing Body Vacancies

There are three candidates for the parent governor vacancy, a ballot has been held and the count will take place on 9th December in the presence of the Head, the Admin Officer and the Chair of Governors.

Meeting closed at 7:55p.m.

Signed as a true record:

*Deborah Cook
Chair*

Date:

Meetings to be held in TERM 3:

Health & Safety – Friday 15th January 2016 at 9:00a.m.

Curriculum & Staffing – Tuesday 19th January 2016 at 9:00a.m.

Ethos – Tuesday 19th January 2016 to follow Curriculum & Staffing

Finance & Buildings – Wednesday 27th January 2016 at 9:00a.m.

FGB – Tuesday 9th February 2016 at 7:00p.m.