

ACTION 6.1/16-17: JS to progress appointment of Foundation Governor.

ACTION 6.2/16-17: AL to write a request for volunteers to produce Open the Book, this is to be placed in both the Parish and Church Newsletter.

The Clerk confirmed that Staff Governor details are not entered into Edubase.
There were no other matters arising.

7. Questions re: Head Teacher's Report

The Head Teacher's Report was circulated prior to this meeting, the following points were raised:

AMW reported that the number on roll is now 94.

GQ: Has there been any further progress with the request for a place at our school for the child, out of the catchment area, with significant needs?

A: The case is being reviewed today and the result is awaited in August 2017. If the child is given an EHCP then the school will be legally obliged to offer a place and if this is accepted will have to fund the first 15 hours support per week. This would have an impact on the budget, staffing allocation and the other children. The need to manage the expectations of the parents was also noted. In August the school will be given the opportunity to discuss the child's needs and if / how it will be possible to meet them. This will be discussed further at the next FGB meeting. **ACTION 7.1/2016-17: Clerk**

GQ: Would the school be able to afford the cost of the additional T.A. hours required to support this child ?

A: This would be a challenge as the budget for 2017/18 allows for TAs to work their contracted hours only.

GQ: Could the parents of a child with SEND request to come into school with their child?

A: This would not be a good idea as the school already has a very successful support system in place which encourages resilience and independence.

GQ: Do any children with SEND have a personal budget which parents can use as they wish to support their child?

A: AMW and RD reported that they have never encountered an example of this.

GQ: Another child with specific needs has deferred entry to FS2 until September 2018, why is this?

A: This is due to the complex needs of the child and the current lack of a diagnosis. It was confirmed that this child lives within the catchment area.

GQ: Have any children who live in the village been unable to get a place at our school?

A: No, all children from the village who applied have been offered a place.

A parent governor commented that their child had very much enjoyed taking part in the Chance to Shine cricket coaching.

The governing body expressed a vote of thanks to AMW for leading the fundraising for the new classroom.

8. Pupil Progress Data - Spring Term

Pupil Progress Data in Maths, Reading and Writing to the end of Term 4 was tabled at the meeting. The following points were raised:

Maths

There has been an increase in the demands and rigour with the new curriculum. Kangaroo Maths has been introduced and staff have noticed a resilience in the children's approach to Maths and an increased confidence in problem solving.

Writing

The new curriculum has decreased the focus on creativity and increased the focus on the technical aspects of writing such as grammar. Teachers continue to find engaging ways to make writing interesting and embed skills.

Reading

The children undertake regular assessments of accuracy and comprehension.

GQ: The results in Year 2 Writing appear to have declined from the Autumn Term, is this a cause for concern?

A: This is not a cause for concern and is due to the rigour of the assessment criteria.

GQ: There are currently no children in Years 1 to 4 working above expectations in any subject, is this expected to change?

A: Yes, some are expected to achieve this in the Summer Term as they become more mature.

The governing body were then shown the Assessment Framework for the end of KS1 in Maths and Writing. In Writing a list of common exception words was included.

9. Budget 2017/18

The Budget for 2017/18 was circulated with the agenda of this meeting and the Governors' Budget Plan was tabled at the meeting.

AMW reported that the budget is tight and is expected to remain so in 2018/19. Some necessary cutbacks have had to be made, for instance the Life Caravan has not been booked for this year.

The cost of subsidising swimming lessons and the impact of these was then discussed. AMW explained that nine of the children currently having lessons via the school are non-swimmers, the rest have private lessons. The school lessons do not seem to have much impact on the non-swimmers. Swimming lessons are currently subsidised using Pleydells income to cover the cost of the coach, without a subsidy the cost to parents would be around £70.

GQ: How many pupils are entitled to Pupil Premium?

A: There are currently 5.

The Governors' Budget Plan for 2017/18 was proposed by AL, seconded by RC and unanimously approved. This was signed by RC.

APPROVED

10. Health & Safety Report

No formal report was given as MS was not present. AMW reported that there are no Health & Safety concerns at the moment and confirmed that MS will be involved in meetings with the contractors building the new classroom.

11. New classroom - update

The cost of the new classroom will be £108,500 and sufficient funds have now been raised to cover this. The Secretary of the Pleydells Trust will sign the contract with TG Escapes shortly, when all cheques have been cleared, it was hoped this will be on Friday 26th May 2017. It was confirmed that the project is exempt from V.A.T.

A meeting has been held between Karl Stokes (KS) of TG Escapes, representatives of Pleydells, AMW, MS and AL. Issues relating to insurance, site security and the welfare of the workers were discussed, all questions were answered confidently by KS. The electrical and groundwork will be subcontracted by TG-Escapes.

GQ: Are the warranties provided by TG Escapes underwritten by other companies?

A: AMW will ask the Secretary of Pleydells to clarify this. However, TG Escapes have been in existence since 2003, all their work complies to building regulations and they have completed over 70 installations in schools. AMW suggested that governors look at TG Escapes website for reassurance.

ACTION 11.1/2016-17: AMW

GQ: What is the current timeline for completion of the work?

A: The classroom should be completed in August 2017. The completion date will be specified in writing at the pre-commencement meeting.

GQ: How is the temperature within the new classroom controlled?

A: This will be via a thermostatically controlled wall-mounted heat source which also acts as an air-conditioner in summer. The option of improved insulation was not taken up as the standard insulation meets all current regulations.

GQ: What furniture and fittings will be required for the new classroom?

A: A list of requirements is being drawn up. It may be possible to use some of the furniture already in school, and any new purchases will then be decided. The classroom will be fitted with a whiteboard, and a fire alarm will be installed, AMW confirmed that funding has been set aside for this.

GQ: How long is allowed for snagging?

A: 12 months from completion.

A time capsule will be hidden in the loft to be opened in twenty years and a plaque will be installed to acknowledge everyone who made donations, large or small.

12. Policies

- (i) Anti-Bullying Policy (Approved by Curriculum & Staffing Committee 7th March 2017) **ADOPTED**
- (ii) Health & Safety Policy (Approved by Finance & Buildings Committee 15th March 2017) **ADOPTED**
- (iii) Fire Safety & Arson Policy (Approved by Finance & Buildings Committee 15th March 2017) **ADOPTED**
- (iv) First Aid Policy (Approved by Finance & Buildings Committee 15th March 2017) **ADOPTED SUBJECT TO AMENDMENT**

GQ: The policy states that "we ensure that there is at least one emergency first-aid trained and one paediatric first-aid trained member of staff in school at all times (during the school day and extended school day" - does this happen in practice?

A: The paediatric first aider is specifically for children in Reception, as there are no after-school clubs for Reception Children this is not required during the extended day. All staff are trained in first aid. The sentence will be changed to read ".... At least one emergency first-aid trained member of staff AND/OR one paediatric first-aid trained member of staff....).

GQ: As there is now a defibrillator sited at the front of the school, should the policy be amended to refer to this?

A: This may be added later when staff have been trained in use of the defibrillator.

(v) Safer Working Practice **ADOPTED** subject to correction of typing errors

GQ: Will this policy be uploaded to the school website

A: No as it is targeted at staff.

13. Questions re: Draft minutes of Curriculum & Staffing / Ethos meeting held on 7th March 2017

AB reported that she attended and passed the Safer Recruitment training on 13th March 2017.

GQ: Has there been any progress on the safeguarding issue referred to in the minutes?

A: The child concerned is having counselling which is funded externally at no cost to the school. There have been no further incidents.

14. Questions re: Agreed minutes of Finance & Buildings Meetings held on 15th March and Draft minutes of 15th May 2017

The draft minutes of the meeting held on 15th May were not yet available and will be deferred to the next meeting.

There were no questions regarding the draft minutes of the meeting held on 15th March 2017.

15. Governor Visits to school

(i) EYFS Link Governor Visit - February 2017

A written report by RC was circulated with the agenda of this meeting.

(ii) SATs Administration

A written report by RJ was circulated prior to the meeting. It was noted that other governors had also attended school during SATs week.

RJ reported that she had been very impressed with the administration of the tests, there had been no pressure on the children and 1 dis-applied pupil had been included by taking a separate test. The SATs tests seemed difficult but had caused no problems.

16. A.O.B.

(i) Letter to the Secretary of State re school funding

A letter drafted by CW was circulated prior to the meeting. As there is no Secretary of State at the moment it was decided that CW will finalise the letter and circulate to the governing body when the name of the new Secretary of State is known.

ACTION: 16.1/2016-17: CW

(ii) Universal Free School Meals

Depending on the result of the upcoming election free school lunches for KS1 children may be replaced by breakfast, AMW is unclear how this would be organised. For instance how the school would fund staff to come into school an hour early, in the hour before school starts staff are preparing for the day ahead.

Future Meeting Dates

Tuesday 4th July 2017.

Meeting closed at 8:50p.m.

Actions from this meeting are listed in the FGB Action Tracker - attached as Appendix A.

Signature of Committee Chair:

Date: