



AMPNEY CRUCIS C OF E PRIMARY SCHOOL

MINUTES OF THE MEETING OF THE

FULL GOVERNING BODY

7th October 2014 at 7pm

Present:

Anne Bridges (AB)

Rosemarie Chapman (RC)

Deborah Cook (DC)

Barbara Di-Nucci (BD)

Janette Denyer (JD)

James Haden (JH)

Andrew Lazenby (AL) (Chair)

Anne-Marie Wilkie (AMW) (Headteacher)

In Attendance:

Clerk – Elaine Ryan (ER)

1. Apologies and welcome

Apologies were accepted from Rachael Dunn (RD), Patrick Fryer (PF), Mike Speed (MS) and Revd. John Swanton (JS).

AL welcomed everyone to the first meeting of the new school year.

2. Election of Chair and Vice-chair

Andrew Lazenby was re-elected, unopposed, to the role of Chair for a term of one year.

The election of Vice-Chair was deferred to the next meeting.

Action: Clerk to add election of Vice-Chair to the agenda of the next meeting.

3. Register of Pecuniary interest

Completed Pecuniary Interest Forms were received from all present.

Action: RD, PF, MS and JS to complete Pecuniary Interest Forms.

4. Minutes of last meeting held on 8th July 2014

Some minor typing errors were pointed out, the minutes were agreed subject to these being corrected.

Decision: The minutes of the meeting of 8th July were agreed to be an accurate record, subject to the correction of typing errors.

5. Matters Arising

Actions from the last meeting were reported on as follows:

Action: AB to arrange to attend Child Protection Training.

Action Complete

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 not present at this meeting.

Action Carried Forward.

As JS now has additional responsibilities within the parish it was decided to ask if he would like a representative to attend Governing Body meetings when he is unable to do so.

Action: AMW to ask JS if he would like a representative to attend Governing Body meetings when he is unable to do so.

Action: BD to report to next FBG meeting on visit to school

See agenda item 16 of this meeting.

Action complete

Action: PF to arrange to visit school in September to focus on sport and P.E.

Action complete

6. Chair's Report

AL reported that he and DC had attended the Open Morning for prospective parents held this morning, nine families had visited and were very positive about our school. Some excellent displays of work were displayed around the school and AL noticed that the Value Tree really enhances the hall area. The behaviour of children throughout the school was exemplary.

AMW forwarded a PowerPoint Presentation on recent changes to Ofsted inspections to AL, it was noted that there is now greater emphasis on the teaching of R.E. and British Values. The presentation will be circulated to the Governing Body.

Action: AL / Clerk to circulate PowerPoint presentation on Ofsted to Governing Body.

7. Questions re: Head Teacher's Report

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

- There are now 92 pupils on roll and the school is currently over-subscribed.
- The excellent results at KS2 and KS1 were noted. The KS1 results have been moderated and the teachers' judgements have been quality-assured.
- In reply to a question AMW replied that a child who fails the Phonic Screening Test twice will not re-take.
- The dip in the EYFS results for summer born children was noted.
- 3 children in the school have Statements; Education and Health Care Plans (EHCP) are being phased in to replace these, School Action and School Action+ and being replaced by My Plan and My Plan+.

8. Pupil Progress

Pupil Progress data was tabled at the meeting for Years 1 to 6. Details of the results are not included in the minutes for reasons of confidentiality.

The meeting noted that both the KS1 and KS2 results were excellent.

AMW explained that the system of levels and points used throughout the data are no longer a requirement, however, these are still being used in the Head's Report and by the Cluster for consistency.

The current Year 2 and Year 6 will be the last year groups to take the existing SATs tests, these will be changed in 2016.

9. Scheme of Delegation and Governor Decision Matrix

Some minor changes were noted, the Scheme of Delegation and Governor Decision Matrix was re-adopted subject to these:

- Date to be changed to 7th October 2014.
- Tasks 11 and 12 may not be delegated to an individual governor.

Decision: The Scheme of Delegation and Governor Decision Matrix was re-adopted subject to minor changes.

10. Admissions Policy for 2016/17

The Admissions Policy for 2015/16 was circulated with the agenda of this meeting, this was re-adopted for 2016/17 subject to the dates being changed accordingly.

Decision: the Admissions Policy for 2016/17 was unanimously re-adopted.

11. Reconstitution of Governing Body

Governing Bodies are required to reconstitute by 31st August 2015. Under the new requirements the governing body a Voluntary Aided School must have the structure shown below, the structure of the current Governing Body is shown in comparison:

Category	Number required under new regulations	Number in current governing body
Parent	2 (at least)	2
Authority	1 (only)	1
Staff Governor	1 (only)	1
Head Teacher	1	1
Foundation	7 (must maintain a majority of 2)	7
Co-opted	GB choice	0
Total		12

The Governing Body currently has the structure required under the new regulations and the Governing Body voted unanimously to retain the current structure.

Decision: The current structure of the Governing Body meets the requirements of the new regulations and will be retained.

There is currently one vacancy for a Foundation Governor, AMW will speak to JS regarding this.

Action: AMW to speak to JS regarding Foundation Governor vacancy.

It was noted that there are some changes to the appointment process for governors.

12. Governor Code of Conduct

A Code of Conduct for governors will be produced by the Curriculum and Staffing Committee. This will be signed annually by all governors.

Action: Clerk to add Governor Code of Conduct to agenda of next meeting of Curriculum and Staffing Committee.

13. Questions re: Draft minutes of Finance and Buildings Committee meeting held on 24th September 2014

Contact details for the Village Hall key holder will be passed to Jane Templeton.

Action: Clerk to pass contact details for Village Hall Key Holder to Jane Templeton.

AMW reported that around 95% of those eligible to Free School Meals had taken a hot meal on the census day.

It was noted that JH and PF were due to meet on Thursday to discuss the preparation of a case for the proposed school developments. This would be a substantial project that would enable the school to have larger classes to prevent future over-subscription.

It is understood that there have been a high number of applications for the money provided by the Solar Farm developers, only a certain amount will be allocated each year.

14. Questions re: Draft minutes of Curriculum and Staffing Committee meeting held on 16th September 2014

On average 92% of responses to the online Parents Questionnaire had been positive, with only one or two parents expressing some negative views. Response rates for different questionnaire methods were discussed to improve the percentage of replies received.

The meeting suggested that AWM pick up some of the themes raised by the questionnaire in the school newsletter. It was also suggested that a Comments Book be available at the Open Morning to enable parents to express their opinion about the school.

15. Questions re: Draft minutes of Ethos Committee meeting held on 16th September 2014

The village sign is currently with the Highways Agency who are working on the artwork.

16. Governor Visits to School – Barbara Di-Nucci

The governing body thanked BD for a comprehensive report which was circulated with the agenda of this meeting. She emphasised that the standard of reading in our school is very high.

The meeting expressed interest in a scheme where books can be bought by pupils as a gift to the school when they leave.

17. A.O.B.

(i) Capability Procedures

As governors would be involved in any Capability Procedures for teaching staff, the meeting felt that the role of governors should be clarified. This will be discussed at the next meeting of the Curriculum and Staffing Committee.

Action: Clerk to add Capability Procedures to agenda of next meeting of Curriculum and Staffing Committee.

Meeting closed at 9:00p.m.

Signed as a true record:

*Andrew Lazenby
Chair*

Date:

Meetings to be held in TERM 12:

Health & Safety – Friday 7th November 2014 at 9:00 a.m.

Curriculum & Staffing – Tuesday 11th November 2014 at 9:00 a.m.

Ethos – Tuesday 16th September 2014 to follow Curriculum & Staffing

Finance & Buildings – Wednesday 19th November 2014 at 9:00 a.m.

FGB – Tuesday 2nd December 2014 at 7:00 p.m.