



Believe and Achieve

Minutes for the Local Governing Body Meeting Thursday 16th March 2017

Present: Debbie Main (Head), John Fellows (Chair), Vicky McCaig, Cheryl Harlock, Jane Smythe, Simon Lee, Jo Neal

In Attendance: Faye Steele (Clerk)

Apologies: Mel Simmonds

Spring 21	Welcome Faye Steele (Clerk) & receive and sanction any apologies for absence Mel Simmonds	
Spring 22	To declare and discuss any business interests that may be applicable in accordance with the governors handbook January 2015 No new business interests were declared.	
Spring 23	To receive, agree and sanction Minutes of the Meeting for the last Local Governing Body Meeting The governors agreed the minutes as an accurate record of the meeting. To sign, FS.	Agreed FS, JF
Spring 24	To discuss any Matters Arising from the Local Governing Body Minutes of the Meeting DM thanked the attendees of the 'RAISE on-line' workshop. The governors agreed to use SL to refer to Simon Lee, and use SteveL when referring to our Caretaker. RE funding - DM thanked those who have written to their MP. There is still an opportunity to write, Kevin Foster is due to meet Nick Gibb (Schools Minister). The governors suggested a table is set up with copies of the letters available for parents to sign, ideally we would like individual letters outlining our concerns, but time is of the essence.	Agreed JM, VM
Spring 25	To receive an update for the Trustees meeting Central Policies – these will be circulated once agreed by the Trustees. FS to be the central holding point for the policies General MAT update – a discussion of the importance of MAT Policies and Policies personal to the school, clarity is required.	FS Agreed
Spring 26	To review the Accessibility Plan There isn't any funding available for Accessibility. This is a 3 year plan. The new build at Roselands has been a very positive investment because all areas of the school are now physically accessible. New equipment was purchased for the disabled toilets to ensure it met the developing needs of a new pupil. Curriculum accessibility is adapting in accordance with individual pupil needs and ensuring the needs are met in accordance with their Personal Plans. Discussion followed about the disabled parking space complications – further research is	Agreed Ht

	required.	
Spring 27	To Review the Teaching and Learning/Curriculum Policy Governors received a verbal report from VM, outlining statutory and personal approaches, Learning values and an overview of curriculum areas. Focus is on Cooperative working and planning. The class structure will be kept for the next year.	Agreed
Spring 28	To review the Assessment Policy DM and DW (Oldway) have been working together on the Assessment Policy. This policy is a reflection of what is currently happening and what is developing as the academic year progresses. The key area is 'Age Related Expectations' and what exactly is required by each 'Age Related Expectation'. As understanding is deepening, how assessment will be used is developing also. A focus will be on developing staff understanding of 'Age Related Expectations'. An update will be required next year. Currently tracking how the objectives are being covered reveals gaps and this will be used to highlight what needs to be worked on. To assist this, it may require the introduction of yearly, standardised testing, to gain a clearer picture.	Agreed
Spring 29	To review the Lone Working Policy This is a new policy due to the introduction of a Family Support Worker. SL commented on the requirement of a 'dynamic risk assessment', discussion followed resulting in the agreement of SteveL keeping a record sheet, complete with supplier details, and a signature will be required to indicate a RA was completed and the relevant risks have been considered.	Agreed DM to go through with FSW
Spring 30	To review 'Supporting Pupils with Medical Conditions' Policy This policy is the same in Oldway - Agreed	Agreed
Spring 31	To review the IT Acceptable User Policy The IT policy needs to be reviewed in line with the Oldway policy. DM & VM to do and bring it to the meeting next term. A discussion about the removal of mobile phones at reception, followed. A vote was taken and all governors agreed that visitors should hand their mobile phones into Reception. Mobile phones can be used in the staff room. It will need to be explicit in the policy. It highlights that Safeguarding is taken very seriously.	DM, VM DM, VM
Spring 32	To report on Governor Visits JS provided a verbal report on a very positive World Book Day visit and welcomed the opportunity to judge the Book Cover competition. The governors thanked JS for the report. JS and JN to arrange a visit next term.	JS, JN
Spring 33	To receive an update on latest budget figures AS part of the MAT, the financial year is now September to September, and therefore currently half way through the year. DM and RB are currently immersed in the budget. The current position for the year 2017 – 2018 is £26,000 over base budget. The Trustees are requesting each school to budget 'within' the base budget. There is a need to look further at every possible way of saving. BID projects and Lettings are areas for further research.	

Spring 34	AOB VM reported on the recent recruitment, there were 22 applications, 8 were shortlisted and 7 attended the interviews – very pleased to report that Kayleigh Kinsman (currently teaching Year 5 at Cockington Primary School) will be joining the Teaching staff in September. VM was very pleased with the appointment and commented on the positive impact Kayleigh will have on the teaching staff at Roselands. It is the last meeting for DM and all the governors thanked DM for the wonderful job she has done at Roselands, commenting on how she will be missed, and wished her the very best for a successful future. A farewell meal for DM followed. Date and time of next meeting Thursday 13th July 2017 at 5:30pm	
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Signed: J Fellows
Chair of Governors

Dated: 13th July 2017