

**Minutes of the Meeting for the Shiphay Local Standards Board on
Tuesday 1st October 2019
Meeting at 7pm in the iZone**

Present: G Hotine, M Tucker, L Van Kuyk, T Williams-Powell, C Holloway, K Duke, K Lee

In attendance: N/A

		<i>Action/Update</i>
Autumn1 01	To receive and sanction any apologies for absence	<i>No apologies</i>
Autumn 1 02	To elect Chair and Vice Chair of the Local Standards Board Elected for Chair: Mark Tucker. Proposed by Lisa Van Kuyk, seconded by Tanya Williams-Powell Elected for Vice Chair: Gary Hotine, proposed by Carly Holloway, seconded by Lisa Van Kuyk	
Autumn 1 03	To declare and discuss any business interests that may be applicable in accordance with the governors handbook January 2015 <i>'conflicts of interests do not just relate to financial benefits but can arise where an individual's personal or family interests and/or loyalties conflict with those of the governing body'.</i> Tanya Williams-Powell, Karen Duke and Kate Lee are all employees of the Riviera Education Trust. Carly Holloway works for TESS, the Torbay Education and Safeguarding Service.	
Autumn 1 04	To complete register of business interests All Governors completed the declaration of business interests.	
Autumn 1 05	To agree terms of reference and code of conduct for LSB All governors present have read and reviewed both documents and are in agreement with them.	
Autumn 1 06	To receive agree and sanction Minutes of the Meeting for the last LGB Meeting The Minutes of the meeting on 27.06.19 were agreed as being a true record by the LSB & signed by the Chair.	
Autumn 1 07	To discuss any Matters Arising from the LGB Meeting of 27.06.19	<i>Actions: no matters arising</i>
Autumn 1 08	To discuss any queries that may arise from the Headteacher's report (including staffing updates) Data update: TWP asked are we likely to target the children who need to be boosted to achieve Expected and Greater Depth? KL: yes, Y6 teachers are already planning groups around this. SEND: is our number of EHCPs in line with other schools locally/nationally? KD: we currently have slightly less EHCP pupils for our size of school but we have one pending, 3 RSAs submitted and 1 to submit by half term. H&S: where are we currently with the gates/doors into school? KL: the blue doors at the front of school are due to be fixed next week. The main gates will become electronic so will become the main visitor entrance into school.	

	Questions for Governors from the Head of School's report (see bottom of the report) - these to be addressed at the next LSB meeting.	
Autumn 1 09	To receive an update from the Trustees - Trustee Meeting Summary The summary was read by all.	
Autumn 1 10	To report on Health & Safety/ Accident reporting – Shiphay H&S Audit Governors to read this and raise any queries as relevant.	
Autumn 1 11	To review CLA annual report to Governors Governors to read this and raise any queries as relevant.	
Autumn 1 12	To set dates for monitoring visits and LSB meetings for 2019-20 Thurs 14th November Monitoring Visit 8.30 - 12.00pm Mon 13th Jan 2020 Trust AGM 5.30pm at Oldway (followed by Govs social) Thurs 23 Jan 2020 Monitoring Visit 8.30 - 12.00pm Tues 11 Feb 2020 LSB meeting Thurs 11th June Monitoring Visit 8.30 - 12.00pm Tues 23 June 2020 LSB meeting (open discussion sessions for parents?)	
AOB	<p>Set dates for governors' monitoring visits for 2019-20 Governor Bio and Pictures for Shiphay Website klee@shiphay.org Informal visits to school: klee@shiphay.org</p> <p>Governor Recruitment/Succession Planning: Two expressions of interest received - Mrs Guppy (has a background in Law) and Mrs Woodger (Assistant Principal at South Devon College). KL to make contact with them both.</p> <p>Date of next Meeting: Tuesday 11th February 2020</p>	

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Actions:
Action 1

Signed **M Tucker** **Date 11th February 2020**