



BUXTON PRIMARY SCHOOL

Governing Body Meeting

Minutes of the meeting held on 23rd May 2017
at 6pm at Buxton Primary School

Present

Matthew Fruish	Trust Governor (Chairman)
Deborah Leahy, Headteacher	Staff Governor
Kathryn Curtis	LA Governor (Vice-Chair)
Alison Moore	Trust Governor
Rev David Hagan-Palmer	Co-Opted Governor
Jason Sexton	Trust Governor
Amanda Haslam	Co-Opted Governor
Caroline Allen	Parent Governor
Jo Birks	Staff Governor
Kelly Hall	Clerk

1. APOLOGIES

Apologies for absence were received and accepted from Charmaine Hannant (Parent Governor).

2. MINUTES OF PREVIOUS MEETING

The Headteacher confirmed she attended a meeting regarding Cluster admission numbers for September, however only herself and one other attended, so was deferred until the next Cluster Headteacher's meeting. The Headteacher will provide Governors with an update at the next governing body meeting.

The minutes of the previous meeting held 28th March 2017 were signed and agreed as a true record by the Chairman.

3. MATTERS ARISING (Not on agenda)

The Headteacher provided Governors with further information regarding the school's internet settings, advising they are under primary two.

Primary one is where the internet is slightly restricted, primary two is completely open. Despite the school opting for this setting due to access to a vast array of resources, the children are taught comprehensively what to do if they should encounter something online which they shouldn't. She added that the school internet usage is thoroughly monitored by the ICT Technician who can identify who, where and when a site was accessed.

4. MINUTES FROM COMMITTEES

4.1 Pupils & Curriculum Committee – 02/05/17

The Headteacher presented Governors with pupil progress data for Autumn 16 and Spring 17 terms, providing further analysis by specific groups.

Agreed
Points /
Action By

Action HT

The curriculum policy and the SMSC policy were also agreed and adopted. No questions were presented from Governors.

4.2 Management Committee – 15/05/17

The BCR for the start of May 2017, the year end balances for 2016/17 and the proposed pupil premium expenditure for 2017/18 were presented and discussed. The Headteacher also provided Governors with a verbal staffing and safeguarding update.

The following policies were agreed and adopted: fire safety, non-smoking, admission to school and first admission to school.

No questions were presented from Governors.

5. HEADTEACHERS REPORT

The Headteacher presented her report to Governors. She advised that whole school attendance for the year to date is 96.9% which is very good, she did give a slight warning that we are entering the 'holiday season' and that, despite many requests for good attendance, a number of completed leave of absence forms have been received.

The Headteacher provided Governors with a brief update on staffing including a temporary caretaker appointment for a period of four months to the end of September 2017. The position will be reviewed at the end of this period with the possibility of becoming permanent.

She also advised Governors of the areas of responsibility for the newly appointed HLTA's.

The Headteacher informed Governors there are 30 new reception children joining in September 2017, with there being a waiting list for places.

The PTFA have agreed to fund a new large sandpit with stage area, which will be located on the lower playground for the younger children. They are also funding the multi-cultural day which is being held in school on Tuesday 18th July where the children will enjoy many activities including flamenco dancing, didgeridoo playing, African drumming and circus skills.

The Headteacher discussed the SIDP, with the main focus being the development of quality middle leadership. A governor asked if the teachers felt the previous years CPD provided on middle leadership through N2B2 had been of benefit. The Head and Deputy both stated that staff have made very positive comments at staff meetings.

The school is continuing to strive in raising the standards in KS1 and Year 1 phonics, to ensure all children meet their potential as well as develop children socially and emotionally.

In terms of additional priorities, the Headteacher advised Governors that she and the Deputy will meet after half term to discuss their key areas of responsibility from September 2017.

A discussion was held around gaining international schools status, to which the Deputy confirmed she has made links with another European school and the next step is for the children to make contact and build links. This has been identified as a priority for the Autumn Term as Early Years has been this year's primary focus.

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No questions were presented from Governors.

6. SCHOOL SEF

The Headteacher presented the slightly amended SEF following detailed discussions with staff around the next Ofsted visit, to which all have agreed to go for an outstanding judgement.

A Governor discussion was held around the summary school context box to which it was agreed an amendment would be made around the nature of the intake of pupils.

7. ACCESSIBILITY PLAN AND AUDIT

The Headteacher presented Governors with the updated accessibility plan and audit to reflect the planned access works to the school over the Summer 2017. The documents were agreed and will be uploaded to the school website.

Action HT

8. GOVERNOR MEETING TIMES AND DATES 2017/18

Governors were given the meeting dates and times for the next academic year, noting all meetings are scheduled for Tuesdays.

After discussion it was agreed the first full governors meeting with SIDP focus will be moved to 26th September.

9. TERMLY FINANCE RAG RATING

The RAG report was presented to Governors – the report was green in all areas.

Action HT

10. GOVERNOR MONITORING

All of the recent Governor monitoring reports are available on Governor Hub. The Safeguarding Governor has reviewed the monitoring schedule and Governors were made aware of any outstanding monitoring visits which need to be undertaken.

It was agreed the priority for September 2017 is for Governors to come in and meet with their specific classes.

Action Govs

11. SAFEGUARDING

The Headteacher provided Governors with an update on safeguarding in school.

Governors were given a copy of a recent management information sheet released from the local authority around child mental health.

12. ANY OTHER BUSINESS

Governors agreed to host a 'thank you and welcome to the new academic year' lunch for staff on Tuesday 5th September at school, this will be during the inset day.

Mrs Allen was thanked for her time and contributions as a Governor, with this

being her last meeting. A brief discussion was then held around the possibility of Governor recruitment.

The meeting closed at 7pm.