

**MINUTES OF A MEETING OF THE GOVERNING BODY OF
ST ANNE'S FULSHAW CHURCH OF ENGLAND PRIMARY SCHOOL
HELD AT THE SCHOOL ON 1st MARCH 2012**

Governors Present: Mrs P Bowker
Mrs S Baulkwill
Mr J Bowker (Chair)
Mrs D Smith
Mr J Bradley
Mrs K Dickinson
Mr M Bisaro
Mr J Blamey
Mrs P Thomas
Mrs N Lloyd
Ms C Daniel (Headteacher)
Mrs W Clark

Also in attendance: Mrs S Lewington **Clerk to the Governors**

PART ONE – NON-CONFIDENTIAL BUSINESS

The meeting was preceded by a presentation by the Headteacher on the new Ofsted inspection framework.

1. APOLOGIES

The Governing Body agreed that the apologies for absence received from Mrs B Foster and Rev M Smith be accepted.

2. CONFLICT OF INTEREST

Governors were asked to declare any potential pecuniary interest or conflict of interests with the business to be discussed during the meeting.

No potential conflict was declared.

Annual declarations were completed by the governors present, and returned to the school for their register of pecuniary interests. Absent governors are to be reminded to return their forms.

3. MEMBERSHIP

The Governing Body currently has one vacancy for an Authority Governor. The School Governor One Stop Shop (SGOSS) had been approached to find a candidate with the suitable skills needed.

Governors noted that Mrs Baulkwill's term of office as Community Governor would end on 11th June 2012 and that Mrs Clark's term as Staff Governor would end on 17th June 2012. Mrs Baulkwill indicated that that she would not be serving another term. The school is to hold an election for the Staff Governor vacancy.

4. PART ONE MINUTES

The part one minutes of the meeting held on 20th October were confirmed as a correct record, and signed by the Chair, subject to the following amendment:
Item 4: Governors agreed that the term of office for the Vice Chair of Governors would be one year.

5. MATTERS ARISING FROM THE PART ONE MINUTES

No matters arising were discussed.

6. CHAIR'S ACTIONS

The Chair reported that no action had been taken on behalf of the Governing Body since the last full Governing Body meeting.

7. PART ONE REPORTS FROM COMMITTEES AND REPORTS FROM GOVERNORS WITH SPECIAL RESPONSIBILITIES

- Aims and curriculum: 1st February 2012
- Premises: 6th February 2012
- Finance: 3rd February 2012
- Personnel: 1st February 2012

The following issues relating to the minutes were discussed:

Premises

- a) A suggestion had been put forward by the School Council for the provision of an outdoor water fountain.

Personnel:

- b) Governors asked about the findings of the recent pupil and parents surveys. The results of the pupil survey are to be circulated to Governors.
- c) It was noted that a percentage of parents had indicated a lack of clarity as to how the school dealt with bullying. It was expressed that this was largely due to the significant number of children who had not experienced any bullying at the school. In response to the feedback from the survey, the school is to provide a one-minute guide for parents for how bullying would be dealt with, which would be given to all parents.

Finance

- d) The draft budget for 2012/13 had been prepared, and had been approved. Areas of expenditure were analysed by the full Governing Body. In response to their questions about finance, Governors were given further information on funding streams and the impact of increased pupil numbers.
- e) The staffing structure was approved.

8. HEADTEACHER'S REPORT – PART ONE

Part one of the Headteacher's Report contained the following matters:

- Staffing

- Class arrangements
- Number on roll
- To be healthy and stay safe
- To enjoy and achieve
- School visits and trips
- Extracurricular activities
- Training and development
- Special Educational Needs
- Cared for children
- Attendance
- To make a positive contribution
- Links with the church
- Collective worship
- PTA
- To achieve economic well-being
- Attendance and FSM

9. MATTERS ARISING FROM THE HEADTEACHER'S REPORT

The following issues arising from the Headteacher's report were discussed:

- a) It was confirmed that all staff, including the recently appointed midday supervisors, had completed the necessary safeguarding training.
- b) Governors asked about the school's approach to targeting families with absences, and it was reported that this had made a very positive impact on attendance levels.
- c) CAHMS was expressed to be a valuable support for children suffering from mental health problems.

10. STRATEGIC SCHOOL DEVELOPMENT PLAN

- a) An Aspiration Week is planned for May 2012. Governors were invited to provide details of their occupations so that information about a full range of career options could be offered to the pupils.
- b) The self-evaluation document is to be circulated to Governors. The contents were discussed.
- c) The headteacher outlined the importance of the spiritual, moral, social and cultural development of the pupils at the school.
- d) Governors' attention was drawn to tracking data on the performance of various groups of children, including those deemed vulnerable or otherwise.
- e) Governors noted that one feature of the school's population was the high proportion of summer-born children.
- f) Other significant aspects of the data included the number of children who had arrived without evidence of their KS1 attainment, or for whom English was an additional language.
- g) The change in the composition of the cohorts was discussed. The evidence from the data had demonstrated that the longer a child spent at the school, the greater their achievement.
- h) In response to a request for clarification, the acronyms were explained.

11. LEADERSHIP PARTNER VISIT

The Governing Body discussed the report from the Leadership Partner, Phil Choi, following his visit in November. Governors were informed that another external adviser, Liam Trippier, would be making a rigorous assessment of the school on 27th March 2012. Such external evaluation was felt to be valuable triangulation of the school's own judgements, and it was noted that Mr Trippier was an HMI and a school inspector.

12. DIRECTOR'S REPORT

The Director's Report for the Spring Term 2012 contained the following matters:

1. Governance and Liaison Update
2. The Pledge for Cared for Children
3. Report on the Work of the Virtual School for Cared for Children
4. Staff Development in Schools through the National College for School Leadership
5. The 2012 Olympic Torch Relay
6. Capital Funding 2012-13
7. Consultation on Proposed Changes to Admission Arrangements for 2013
8. A Consultation on Revised Statutory Guidance and Regulations for Exclusions
9. Children Missing Education
10. Equality Act 2010 – What Schools Need to Know
11. Review of Terms and Conditions for Support Staff – Update
12. Schools Budget Setting for 2012/13
13. Schools Funding Settlement for 2012/13
14. Learning Outside the Classroom and Educational Visits
15. Primary School Assessment Arrangements
16. Schools Business Support Agreement 2012/13
17. Locality Team Around the Family Meetings
18. Cheshire East Family Service
19. Welfare Service Best Practice Guide Supporting Documents

The clerk highlighted to governors a number of issues, and governors noted the report. The following points were discussed:

- a) The likely disruption to local traffic on 31st May because of the Olympic Torch Relay was noted, as well as the school's opportunity to take part in the celebrations that day.
- b) The Governors noted the planned requirement for key information to be published online from September.
- c) Proposed changes to inspection arrangements were considered.

13. GOVERNOR DEVELOPMENT

The Training Liaison Governor reported on Governor Development, and the range of new courses that were available from the local authority and through the e-learning modules on Modern Governor. Governors asked about the

provision of locally arranged training. They were advised that bespoke training could be organised for the Governing Body

14. SCHOOLS FINANCIAL VALUE STANDARD

Governors received the Statement of Internal Control.

15. SCHOOL POLICIES

A number of policies had been reviewed and approved by the committees to whom they had been delegated. The Governing Body gave formal approval to the Safeguarding policy, which had been reviewed and recommended for approval by the Personnel Committee.

16. PLANNED RESIDENTIAL VISITS

The Governing Body was informed about the planned residential visits to Scotland by Y5/6 in April, to York by Y4 in May and to Tattenhall by Y2/3 in July 2012. The Governing Body was satisfied that appropriate risk assessments would be carried out, and approved the visits.

17. MEETINGS

It was confirmed that the next full Governing Body meeting would be held at the School on **Tuesday 29th May 2012** at 6:00pm

18. ANY OTHER BUSINESS

- a) Safeguarding was noted to be a priority of the school and of the Governing Body. The Chair gave feedback on his discussions with the headteacher about how safeguarding was ensured, and invited further questions. Governors asked what checks had been made on volunteers in school. It was confirmed that a judgement was made by the headteacher, dependent on whether parents were accompanying a residential visit, working unsupervised with children in school or only visiting a classroom.
- b) The Governing Body was informed that a Global Week was taking place. Governors were invited into school to read aloud one of the stories from around the world on 9th March 2012.

----- Chair

----- Dated

