

**St Mary's C of E Primary School Bideford**

**Full Governors Meeting**

Date: Monday 28<sup>th</sup> September 2015      Start Time 6.35pm      Finish Time 8.05pm

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| <p><b><u>Present:</u></b><br/>Jerry Hope (Chair)<br/>Louise Waters<br/>Millie Peart<br/>Adrian Scarrett<br/>Paul Harris<br/>Mary Dendle<br/>Laura Beer<br/>Keith Bines<br/>Sally Westlake (minutes)</p>  | <p><b>Apologies:</b></p> |  |
| <p><b><u>Agenda:</u></b><br/>Prayer<br/>1. Apologies<br/>2. Declaration of Business Interests<br/>3. Correspondence<br/>4. Minutes of last meeting<br/>5. Headteacher's Report<br/>6. Chair's Remarks<br/>7. AMPC<br/>8. External Visits – notes<br/>9. Training<br/>10. AOB</p>   |                          |  |
| <p><b><u>Minutes:</u></b><br/>Prayer was said by MP.</p> <p>1. Apologies – None</p> <p>2. Declarations of Business Interests:<br/>Keith Bines – His wife works at school<br/>Louise Waters – Governor at Bideford College</p> <p>3. Correspondence – none</p> <p>4. The minutes were signed as being correct with the following notes:<br/><i>*Caretaking Duties – Send Electronic copy to JH.</i><br/><i>*LW &amp; JH need Areas of Special Interest</i><br/><i>*Roll out Breakfast Club to Pupil Premium Children AS to speak to CS.</i><br/><i>*AS add staff absence to Headteacher's Reports.</i><br/><i>*KB asked PH if he would find out if staff have an issue to</i></p> |                          |  |

***Governors having access to the staff room.***

***\*LW & MP did meet with AS at the end of last term.***

5. The Headteacher's Report had been sent to all Governors prior to the meeting. AS answered any questions. AS had also included a report on school progress since the HMI Monitoring Visit. This was discussed at some length by the Governing Body who were pleased with the progress made. **The school needs to continue to drive forward from Requiring Improvement towards Outstanding and AS advised that the quality of teaching would have to be Outstanding for this to be achieved.** Following further discussion the Governing Body have asked **that AS review the School's position and give thought to how he can drive the school forward. Examine different ways and structures which could move the school from Requires Improvement to Outstanding and what the implications of these changes would be.**

6. JH welcomed PH as the new Staff Governor. JH advised that he just wanted to reiterate that the morale in school appears very positive and the external visits reports are also very positive.

7. KB advised that as Chair of the AMPC the outcomes have been tremendous and even having the conversation about the school moving to Outstanding is phenomenal. The Governing Body however must reflect on the results from the audit which said that there are areas for significant improvement and the Governing Body should focus and not be the weak link. This also comes back to the Skills Matrix. KB advised that Andy Cotton has offered a mock Ofsted Questioning Session and thinks that the Governing Body should take him up on this offer sooner rather than later. ***AS will reply to Andy Cotton and will send the date to all Governors.***

The Pay Policy should have been agreed and so KB suggested that this be an agenda item for the first Resources Committee meeting which could then morph into a Full Gobs Meeting so that all can look at the Pay Policy and agree it subject to any changes that are required.

8. The notes from Andrew Riley and the E Visits will be dropped into the Governors 'Drop Box'.

9. MP advised that she would like to set up 'bring and share' information at each Governor's meeting regarding training, on-line courses etc. MP has been nominated as the named Governor for Training. On 25<sup>th</sup> November there is New Governor training at the Barnstaple Hotel and on 20<sup>th</sup> October Safeguarding training for new Gobs at the Barnstaple Hotel. On 3<sup>rd</sup> November there is a Governor update – Understanding the Ofsted Framework again at the Barnstaple Hotel which JH & KB are

AS to report back to the Governing Body identifying ways in which he can continue to move the school forward.

Resources Committee agenda item – Pay Policy

attending. *LW suggested that every Governor should go on training run by Babcock or the Diocese and as personal development each Governor should commit to completing 1 piece of training by Easter 2016.* JH confirmed that the Governing Body has a budget for training but if we buy in Babcock again we should be precise on what we ask for. **LW has attending CIC training and will now be the CIC Governor. LW has also completed 'Prevent' Training and this will become part of the Safeguarding Policy.**

10. KB advised that the Governor element on the School Website needs updating. He will send details of the information required to all Gobs who should then write a brief paragraph before sending to Sue Rowe who will update the website.

KB send details of the information required for the school website to all Gobs.