

**STICKLAND'S CE VA PRIMARY SCHOOL**  
**Minutes of the Full Governing Board Meeting**  
**held on Monday 4th February 2019 at 5.30pm in school**

**Present:**

Kathy McCann	Headteacher
Richard Campbell	Foundation Governor/Chair
Kevin Roberts	Local Authority Governor/Vice Chair
Katharine Singleton-Smith	Foundation Governor
Reverend Daniel Ingles	Ex officio/Foundation Governor
Ann Leather	Parent Governor
Kim Burgess	Parent Governor
Louisa Spearing	Parent Governor
Ruth Adler	Staff Governor
Suzie Mutch	Foundation Governor
Reverend Linda Wilcock	Invited by the Governors

**In Attendance:**

Sarah Matthews	Clerk
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<b>19/177</b>	<b>Opening Prayer :</b> Reverend Linda Wilcock	<b>Action</b>
<b>19/178</b>	<p><b>Apologies:</b>  Jax Comyn (Foundation Governor) – out of the country  Sadie Watson (Associate member) – child care issues</p> <p>Charlotte Townshend (Associate member) –unable to attend and resigned as of today's meeting. RC confirmed that an email had been received from CT who said that after nearly 30 years since she became a Governor she would not be standing for another term. She did however feel it important that the school and the Estate stay close and she would look forward to welcoming the school for the carol concert in December plus any fun walks, picnics etc. RC will respond to Charlotte and give thanks for everything she had done for the school.</p> <p>Apologies accepted</p>	<b>RC</b>
<b>19/179</b>	<b>Pecuniary Interests :</b> None	
<b>19/180</b>	<b>Minutes of meeting held on 10<sup>th</sup> December 2018 for accuracy and approval:</b> Approved and signed by RC.	
<b>19/181</b>	<b>Matters arising from previous meeting:</b> MR had viewed the previous Minutes and made a comment so far as "Actions" were concerned. He felt that the actions were falling to the same	

Signed ..... Dated .....

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*R. Campbell*

*25 March 2019*

	<p>people, ie Head, Chair, Clerk and these should be more spread out. He also commented that they should be done within a set time period. KB commented on how to help and RC confirmed that KB had helped him by becoming Chair of Finance and Personnel.</p> <p>LS joined the meeting at 5.37 pm</p> <p>The Governors' book should now be signed rather than the Visitor's book and every time a Governor attended school they should put details of their visit. The book will be kept in the office with Lisa.</p> <p>RC confirmed that SM is now officially a Governor.</p>	
19/182	<p><b>Headteacher's Report:</b> The Governors had already been sent this in advance of the meeting. Pupil numbers are currently 97 but we will hopefully be close to 100 with a set of twins who should be coming back to the school, hopefully after half term. There is parents evening on 26<sup>th</sup> February. Attendance is down and this is primarily due to illness of which we can do nothing about. There were no more questions.</p> <p><b>KS-S joined the meeting at 5.40 pm</b></p>	
19/183	<p><b>Chair's Report:</b> RC confirmed he had been in school 6 times since the last full meeting and specifically meeting with Mike Randall. The general feeling is very positive and that congratulations be given to all staff and Kathy.</p>	
19/184	<p><b>Reports from Committees:</b></p> <p>a) <b>Buildings (to include update on playground structure)</b> b) <b>Finance &amp; Personnel (Outturn needs to be approved by FGB)</b> c) <b>Performance &amp; Standards</b></p> <p>a) KB had spoken with the surveyor Mark Gallagher who had taken the issue back to planning to clarify their position on this. He confirmed that the structure had been classified as a Building following strong opposition in the village which cannot be changed and Planning consent would be needed to move the structure.</p> <p>When KB's husband Ian was dismantling the goal structure he was approached by the neighbour wife who wanted to know what was happening to it. Ian said it was to be repainted or could possibly be moved to the other end and she seemed happy with that suggestion. KB said that both Mark Gallagher and Ian felt that there is a health and safety issue with regards to the new colours (for the visually impaired).</p> <p>KB said that 'if' there is no objection to the re-siting of the goal structure at the other end then perhaps it would not need repainting. <b>LS questioned if we could do that as the school is in an area of outstanding beauty.</b> KB</p>	

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	<p>suggested that as there was bad feeling in the village and we needed to find a compromise and said that Ian had offered to go and talk to the neighbours husband to ask him personally if he would object to moving the goal structure to the other end. It was felt that KM would not be the best person to go, and RC confirmed that he was happy to go with Ian. LS said the Parish Council wanted it known that they had not objected to the planning application.</p> <p>KB said that she felt there was a problem with balls going over into the neighbours garden. RA said that previous to the play structure being there, there was a netball hoop without a back, and when the ball went into the neighbours property the children could go and get it.</p> <p>KM asked that KB thank Mark for his time.</p> <p><b>b)</b> KM confirmed that we are in budget and we will not go into a negative until the third year. KM confirmed that other schools are already in a negative. Thanks is to be given to LC for this and particularly for keeping the staff informed on spending.</p> <p>The Outturn had been agreed at the F&amp;P and was approved by the Board.</p> <p><b>c)</b> The Pupil Progress Meetings are now not always attended by governors as we have a very good understanding of the process of the meeting and understand how the staff discuss each individual pupil in order to track their data. The detailed information from these meetings is fed back into the Performance &amp; Standards sub-committee meetings.</p> <p>YR2 cohort has an impact on data.</p> <p><i>*Confidential minute*</i></p>	<p><b>RC by the next FGB</b></p> <p><b>KB</b></p>
<p><b>19/185</b></p>	<p><b>Policies to be approved :</b></p> <ul style="list-style-type: none"> <li>• <b>E-safety</b></li> <li>• <b>Pupil Behaviour (including anti-bullying)</b></li> <li>• <b>SRE (Sex and Relationship Education)</b></li> <li>• <b>Educational Visits</b></li> <li>• <b>Health and Safety Policy 2019 (based on the County Policy)</b></li> <li>• <b>County's Statement of General Policy for Health, Safety and Well-being at Work for approval</b></li> <li>• <b>Dorset Scheme for Financing Schools</b></li> </ul> <p>RC confirmed that these had been agreed at the appropriate committees and needed to be approved by the Board. All Governors approved the Policies. The outturn was also approved.</p>	

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19/186	<p><b>Appointment of Reverend Linda Wilcock and Suzie Mutch as Associate Members (whilst applications for FG are finalised):</b> RC confirmed Suzie's appointment as Foundation Governor and Linda's renewal was imminent.</p>	
19/187	<p><b>Website Update:</b> MR had picked up on this. He said that once the Minutes of the FGB had been signed they should be put on the website. Sarah confirmed she did not have access to do this so KM will deal with this (Sarah to send KM a copy of the signed Minutes). Policies had been agreed and gone on. He also commented on the curriculum and the wrong one had been put on for a class (5/6 maths was too basic) <b>KB asked about the school vision</b> and KM is working on this and given we needed a timescale for an action said she would do it this week. FOSSA had been switched off as everything was out of date. The website is looking good. KR to next update the website in April 2019</p>	<p>Sarah/KM</p> <p>KR</p>
19/188	<p><b>Data Update and SATs predictions:</b> This has been updated and changed due to changes in numbers. Original Year 2 prediction based on 9 is now 14. They are making expected progress. SEN have to do the best we can about process and provision for them. This will change again if 2 more children come in (EHC plan) <b>DI asked is sufficient provision there to help them.</b> RA confirmed there was and SW does interventions brilliantly and is ELSA trained and this was part of a daily routine. SEN is well met, tracked and monitored (RA had watched other teachers and it works well). More support time is being put in using TA's from other classes. GD across the board is being stretched as much as we can. <b>LS asked if GD had pushed up figures</b> and KM said no but GD looks good. KM confirmed we have no provision for extra staff and we would have no budget for it. KM said she was confident as a school we can help the more able as well as those needing more support.</p>	
19/189	<p><b>Prepare for Ofsted:</b> KM said she had received an email today saying that Ofsted were in the area and that we are ready for them. <b>KB said the meeting with MR had been really useful</b> and the report was positive within the school and KM said the comments she had received by way of feedback of the report had been positive. <b>LW confirmed we do not want to become complacent</b> and KM confirmed all staff are focused and ready for Ofsted. RC commented that the governors were reasonably up-to-date in that they had spent much of the meeting last May 2018 going through MR's governance report. KM had a staff meeting where they looked at the last Ofsted Report and the Report now. SEF looks at where we are. SAP – focussing on areas of improvement, making it obvious in SAP areas from last Ofsted report. We need to focus on what has been done. This is an ongoing process and being changed in stages.  MR had commented that the Governors were unrecognisable from the last</p>	

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*P.J. Campbell*

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report and hold KM and the staff accountable. MR was very happy with progress. MR said the seats/ladder in the toilets need removing before Ofsted come.

KM is happy with the file she has and is confident on the changes we are making and has evidence/impact of monitoring.

KM does lesson drop ins (the children or the teachers are not told when they will be). **KB asked if KM makes notes** and KM confirmed she does. KM writes a report for all staff.

Areas for development these are picked up, if something can be followed up, monitoring purposeful, monitor, feedback – with all teachers across the board.

There may be some confusion with initials ie AL Anna Low and Ann Leather and SM Sarah Matthews and Suzie Mutch.

EYFS governor link meeting KS-S to join LW.

Key summary on SEF KM does this with the Governors and both KR and MR were happy

SEF and AP are to go on the FGB Agenda

KM had asked the Governors to look at the last Ofsted report and felt it was useful for Governors to have. KM confirmed the school is not complacent, is confident and has individuality.

**All  
governors**

Social media was discussed. KM said some items that were posted were not appropriate and at times inaccurate. Posts had been put up without speaking to the school and KM had been made aware by another parent who expressed concern. KM had spoken to the parent and the post has been taken down.

Central Record – RC had checked this. However it is LS's job as Safeguarding Officer to do this and needs to be done on a regular basis.

**LS**

KM said MR was aware that the draft was a bit picky and there were very small things to be done but they did need to be done before the arrival of Ofsted.

**LW left the meeting at 7.05pm**

**LS asked where we are with regard to male role models.** KM confirmed that Jim Gump will be coming into school next week. **KB asked what impact this had on boys** and KM said it was hard to measure. Jim Gump basically promotes fitness (avoid obesity) and well-being in children. He comes into school with his dog and he gets children running/active and talks about his life. KR confirmed that in the spring term they will be working on

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	self-esteem. KM confirmed the school has a broad academic curriculum enriched with arts (inc drama and music) and sports. <b>KB asked if we can bring people in and this come out of PE funding for example first aid after school.</b> KM confirmed the school would be happy to do this if KB found a provider. KM said we do a huge amount for the school and love visitors. Funding however is an issue and maybe we can approach FOSSA.	<b>KB</b>
<b>19/190</b>	<b>Agreement for back yearing of pupils</b> This was covered in 19/181 c)	
<b>19/191</b>	<b>Governors visit book:</b> This is to be signed by Governors whenever they attend school in their capacity as Governor. The book will be placed in the school office with Lisa.	
<b>19/192</b>	<b>Closing Prayer by Reverend Daniel Ingles</b>	
	<b>Meeting closed at 7.20pm</b>	

Date of the next meeting : Monday 25<sup>th</sup> March 2019 at 5.30 pm

Signed *R. J. Campbell* Dated *25 Mar 2019*  
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