

Hartington School – Board of Governors

Minutes of a meeting held on
Thursday 9 July 2015 at 7.00 pm in School

Governors Present:

Mrs S Lacey (Chair) Mrs E Broomhead MBE (Vice-Chair) Mrs T Blackwell
Mrs Flower Mrs J Flower Mrs C Clayton
Mrs B Davis
Mr Wager Mrs S Bruce

Associate Members Present:

Mrs R Gardner Mrs K Webley Mrs C Parsons

Visiting Clergy:

Mrs B Kirkham

Clerk to Governors:

Rev R Benson

Minute No	Details	Action
Procedural Matters		
1/7.15	Welcome Mrs Lacey welcomed everyone to the meeting and Rev Benson began with opening prayers.	
2/7.15	Apologies for Absence Apologies were received and accepted from Mrs Galloway and Mr Gregory	
3/7.15	Declaration of Interest in any items for this agenda/Confidentiality There were no declarations of interest in any items on this agenda.	
4/7.15	Any other Urgent Business There had been no matters of urgent business since the agenda had been produced.	
5/7.15	Minutes of the previous meeting held on 5 May 2015 5.1 The minutes were approved as a true record, proposed by Mrs Broomhead and seconded by Mrs Clayton. 5.2 Matters arising/Action Plan from the last meeting 10/2.15 Policy Review Schedule now complete. 13/11.14 New photographs for school display board were almost complete. 19/2.15 Information required from all governors for school website – some governors needed to provide information. 20/2.15 Clerk to attend Clerk’s Live Catch Up on 19 May – this item was on the agenda 20/2.15 Mr Gregory to attend free workshop on Eco Schools and Waste Management – completed. 21/2.15 Hear children read in school – completed. 21/2.15 Help with School website – on the agenda. 23/2.15 Governor Skills & Training Audit Form – completed –	Govs

	<p>completed.</p> <p>5/3.15 Attend Cluster & County Moderation Training – completed.</p> <p>13/3.15 Succession Planning – on the agenda</p> <p>18/5.15 Information about new website to be published in News & Views – still awaiting completion of the website.</p> <p>22/5.15 Advertise Clerk to Governor vacancy – appointment had been made subject to satisfactory clearance.</p>	
Safeguarding		
6/7.15	<p>6.1 Review Safeguarding Activities</p> <p>Information in school is now up to date. Teaching staff were booked on to Safeguarding Training. E-safety information would go out to parents, and parents would need to sign to say they understand what will be delivered.</p>	
School Improvement		
7/7.15	<p>Community Links</p> <p>Community lunches would be held once or twice per term from September. The gardening club had been very successful.</p>	
8/7.15	<p>Finance</p> <p>Nothing more to report on Finance.</p>	
9/7.15	<p>Head Teacher's Report</p> <p>The report had been circulated to governors prior to the meeting. Mrs Lacey asked about progress on the international award, Mrs Blackwell reported that the evidence was being gathered ready for submission in September. Peter Hughes would be coming into school again on 15 October to carry out work scrutiny, governors were asked to note the date and try to attend.</p>	
10/7.15	<p>Chair's Report</p> <p>As this was Mrs Lacey's last meeting, she thanked all the staff and governors for their hard work and support. Mrs Lacey said she was very proud of the school and felt privileged to have served on the governing body. Mr John Dean had been appointed by the Parochial Church Council to replace Mrs Lacey as a foundation governor.</p>	
11/7.15	<p>Review School Improvement Plan Progress</p> <p>Mrs Blackwell reported that literacy was going well, the main focus next year will be on developing writing. All pupils are achieving above the national average in literacy and numeracy. More staff training is needed in computing. Mrs Gardner is delivering RE with support from a benefice assistant who is now coming into school on a regular basis. Under the SIAMS objectives the children now take ownership of collective worship. For early years the main focus will be on communication and language skills.</p>	
12/7.15	<p>School Open Day</p> <p>The governors raised the question of whether it would be beneficial to have a school open day. Staff reported that previous open days had not been successful. Governors discussed how they could attract new pupils, items about the school were being published in</p>	

	local newspapers, Mrs Broomhead suggested wider circulation for News & Views.	
13/7.15	The Impact of Pupil Premium and other funding sources Pupil Premium has been used to support children with numeracy which has had amazing success and enabled pupils to achieve and exceed their targets.	
14/7.15	Report on School Sports Premium Funding Report was circulated to governors. Mrs Broomhead reported that the inclusion day had been outstanding and was an excellent example of good practice. Mrs Broomhead felt that the school was leading the way with inclusive work within the cluster.	
15/7.15	Policies for Approval: <u>15.1 Physical Interventions</u> Governors accepted this policy. <u>15.2 Intimate Care</u> Governors accepted this policy. <u>15.3 E-Safety</u> Governors accepted this policy. <u>15.4 Sex & Relationships</u> Governors accepted this policy.	
16/7.15	Staffing Clerk to governor appointments had been held and an appointment made subject to satisfactory checks.	
17/7.15	Eco Schools Mrs Gardner had met with a representative from the Derbyshire Waste Department, who had been very supportive, there were lots of resources available. It was hoped that the school would achieve the bronze award.	
18/7.15	Governors' Visits into School <u>18.1 Feedback from Governors' visits into School</u> The children were really enjoying the Knitting Club run by Mrs Davis, who is also listening to children read and helping them with phonics. <u>18.2 Arranging Governors' visits into school</u> Visits would be organised in the autumn term.	
Communication		
19/7.15	<u>19.1 Update School Website Information</u> Following numerous problems, Mrs Flower and Mrs Parsons were working on a new WordPress website which would be up and running before the end of term. <u>19.2 Update School Photograph Board</u> Almost complete.	
Governing Body Matters		
20/7.15	Ofsted and the Governing Body's Effectiveness <u>20.1 Feedback from Clerk to Governors Live Catch Up Event</u> The Clerk updated governors on the latest information to come from	

	<p>the recent Catch Up event, the notes would be passed to the new Clerk to Governors.</p> <p><u>20.2 Governor Training requirement</u></p> <p>A 'Preparing for Ofsted' training session was being held on the 14 October at Matlock for any governors who were interested. Alternatively a date for cluster training could be arranged.</p>	
21/7.15	<p>Arrangements for the Autumn Term 2015</p> <p><u>21.1 To consider and agree arrangements for the nomination of Chair/Vice-Chair for 2015/16</u></p> <p>This matter would be dealt with at the first meeting in the autumn term.</p> <p><u>21.2 Succession Planning</u></p> <p>The PTFA accounts had been audited, Clerk to write letter of thanks to the PTFA for all their hard work.</p>	
22/7.15	<p>Correspondence & Information for Governors</p> <p>Hartington Charities to support Bemma doing an African Art Project, item to go in News & Views.</p> <p>Mrs Blackwell invited governors to the leavers presentations on Wednesday 22 July at 2.15 pm.</p> <p>On the 9 September the Queen will be the longest serving monarch, an evening service will be held in church, the school are hoping to be involved.</p> <p>The School are hoping to hold a MacMillan Coffee Morning on the 25 September.</p> <p>A presentation was made to the outgoing Chair, Mrs Lacey, to thank her for all her hard work.</p>	
23/7.15	<p>What have we achieved tonight that will make a difference?</p> <p>A very harmonious and positive meeting had been held.</p>	
24/7.15	<p>Date & Time of next meeting</p> <p>The next meeting was arranged for Thursday 17 September at 7 pm.</p>	

Signed Dated 17 September 2015