



**Part 1 Minutes of the Meeting of the
FULL GOVERNING BODY
of Hermitage Primary School**

Date:	Wednesday 28 th November, at 4.00pm	
Venue:	Hermitage Primary School	
Present:	Brian Donlon BD Chair Harry Korkou HK Helen Ross HR Helen Saffill HS Louisa Smith LS Rebecca Mallon RM Mike Lockett ML Alex Davidson AD Margaret Wilson MW	Elected Governor Parent Governor Headteacher Parent Governor Staff Governor Parent Governor Elected Governor Elected Governor Elected Governor
Absent:	None	
In attendance:	Adam Sproston AS John Addison	Deputy Headteacher / SENDCO Clerk

The meeting met its quorum.

Decisions, actions and areas of challenge during discussions indicated in bold text.

Agenda item 1	INTRODUCTIONS AND APOLOGIES FOR ABSENCE
Decision:	An apology was received and accepted from Basil Gaynor.
Agenda item 2	DECLARATION OF PERSONAL OR PECUNIARY INTERESTS
Decision:	There were no new declarations
Agenda item 3	DECLARATION OF ANY OTHER BUSINESS
Decision:	That, as no items of AOB had been communicated to either the Chair or the Clerk 24hours prior to the meeting there was no additional business to discuss.
Agenda item 4	MINUTES OF THE LAST MEETING OF THE FULL GOVERNING BODY HELD ON 10th October 2018
Decision:	The minutes of the FGB held on 10th October, 2018 were approved as a correct record and signed by the Chair.
Agenda item 5	ACTION LOG
Discussion:	Governors reviewed and updated the Action Log

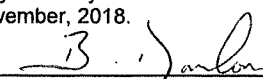
Part 1 Minutes of the meeting of the
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of Hermitage Primary School
on 28th November, 2018.

Signed by:

(Chair) Date:

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Decision:	That the updated Action Log be noted.
Agenda item 6	MINUTES OF THE MEETING OF THE FINANCE AND PREMISES COMMITTEE HELD ON 29TH NOVEMBER, 2018
Discussion:	<p>The Governors considered the minutes of the meeting of the Finance and Premises Committee held on 20th November, 2018.</p> <p>BD referred Governors to that part of item 7 Finance, which advised that the School had some £157,000 of uncommitted reserves and that the Committee had asked HR to prepare a list of possible projects/initiatives for consideration by the FGB. BD asked HR for an update on this matter.</p> <p>HR advised that the PTA had donated a sum of money which had been earmarked for the purchase of I Pads for use in the School. These would, however, be used for generic purposes and would not be allocated to a specific class. HR further advised that along with LS she had attended a seminar which discussed the advantages of providing I Pads to a specific year group to assist in accelerating progress. Both HR and LS enthused about the many advantages of providing I Pads to a specific class and suggested that, subject to the approval of Governors 30 I Pads be purchased for use in Year 3 who needed the most motivation and where they would have the biggest impact.</p> <p>Governors sought assurances around security, ownership and how issues such as homework would be monitored.</p> <p>HR advised that the I Pads would be purchased via an external agency over a three year period at a cost of £13,000 which included maintenance etc.</p>
Decision:	<p>I. That the updated Action Log be noted and</p> <p>II. That authority be given to purchase 30 I Pads at a cost of £13,000 for use in specific year groups</p>
Agenda item 7	REPORT AND FINANCIAL STATEMENTS FOR THE YEAR ENDED 31ST AUGUST, 2018
Discussion:	<p>Governors were advise that representatives of the School's Auditors, Jackson Stephens & Co had attended the Finance and Premises Committee for the purpose of presenting the Audited Accounts and Financial Review for 2017/18..</p> <p>The Committee discussed the Accounts in detail and recommended them for approval by the Full Governing Body. In doing so both the Committee and the Auditors thanked the School's Headteacher and Business Manager for their assistance in preparing the Accounts</p>
Decision:	That the Audited Accounts and Financial Review 2017/18 be approved..
Agenda item 8	SCHOOL DEVELOPMENT PLAN
Discussion:	<p>HR advised that the School Development Plan (SDP) contained the revised School Priorities for 2018/19 and had been shared throughout the School. In this regard the Priority Leads had been invited to the meeting to give Governors an update on their specific priority .</p> <p>Prior to the presentations, HR advised the Governors how the SDP linked into the vision of the School. The children had been asked what they wanted the school to be and some of their responses were handed round at the meeting.</p>



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The Governing Body then received the following presentations which concentrated on the current position, what was the challenge and what was it that the School wanted to achieve,

Literacy : To raise achievement in reading and writing through developing children's vocabulary

Jill Cox SDP Literacy Lead advised that 2 initiatives would be employed in this area, Word Aware and Accelerated Reader and explained to Governors how these worked.

BD suggested that there was a small amount of pupils who didn't want to read which had a huge impact on their vocabulary. JC agreed and suggested that children who read at home showed greater vocabulary skills especially in early years. It was anticipated that Accelerated Reader would have a big impact in this area.

AD asked how the school could approach parents to encourage children to read at home. HR suggested that this was not easy but messages were being reinforced via Parents Evenings and targeted initiatives.

Health Heritage: Promote fitness and healthy lifestyle choices for all.

Elizabeth Whittingham and Louisa Smith explained the concept of Healthy Heritage. It was suggested that the HH concept would be supported by the completion of the Multi Use Games Area over the Summer and by investing in equipment that was accessible to all Heritage children and which would help them improve fitness and co-ordination

Strengthening the Curriculum: To increase progress and attainment in all subjects through a carefully designed curriculum.

HR explained that the priority was to ensure that children received a rich, broad and balanced curriculum which was designed to maximise learning opportunities and build a firm knowledge base for next steps in learning

Maths: To increase attainment and improve progress in Maths through embedding changes to the Maths curriculum with greater fluency.

Kathryn Davies explained that the priority was to increase attainment and improve progress by helping children develop a deep and secure knowledge and understanding of mathematics at each stage of their learning.

Global Learning: To increase the children's understanding of global issues and raise awareness and respect of cultural differences.

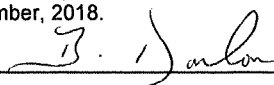
Ann Vernon explained that Global Learning was split into 2 areas, Multi Culturalism and Looking After Our World.

BD asked how would the School measure the impact of the children respecting their environment. AV suggested that it was important to talk about environmental issues and to discuss with children.

ML asked if there were any links with local supermarkets etc around recycling. AV advised that

	the children were very keen to begin a recycling project and that all avenues would be explored.
Decision:	That the Staff be thanked for their informative presentations regarding the Priorities contained in the School Development Plan.
Agenda item 9	CURRICULUM COMMITTEE
Decision:	That draft terms of reference for a Curriculum Committee be brought to the next FGB
Agenda item 10	HEADTEACHERS REPORT
Discussion:	<p>The Headteacher submitted her Autumn Term Report.</p> <p>Information was detailed on:-</p> <ul style="list-style-type: none"> • Attendance • Exclusions; <p>BD commented on the number of Fixed Term Exclusions. HR/AS outlined the situations behind these exclusions and the issues which the school faced</p> <ul style="list-style-type: none"> • Behaviour; • SEN; • First Aid; • Health and Safety; • Safeguarding; • Racial or Bullying Incidents; and • Staffing Structure and Update. <p>The report also contained a section on performance management. In this regard HR gave a detailed update on the Analyse School Performance (ASP) data as contained in the School Performance Summary.</p> <p>The SIP had visited in the Autumn and the School and Parents Council continued to meet regularly.</p> <p>Details of residential visits were also included in the report.</p>
Decision:	That the Headteachers Autumn Term Report be noted.
Agenda item 11	POLICIES
Discussion;	<p>The Governors considered the following Policies, viz:-</p> <ul style="list-style-type: none"> • On Line Safety and Social Media; and • Administration of Medicines.
Decision:	That the Policies be approved.

Agenda item 12	DATES OF FUTURE MEETING
Decision:	Wednesday 7th February, 2019 at 4.00pm Wednesday 8th May, 2019 at 4.00pm Wednesday 3rd July, 2019 at 4.00pm



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