

HERMITAGE PRIMARY SCHOOL

MINUTES OF THE SPRING TERM MEETING OF THE GOVERNING BODY HELD ON 10TH JUNE 2015

Present:

Miss. K. Wilson (KW)
Mr. D. Janes (DJ) - Chair
Mrs. J. Birch (JB)
Mrs. J. Columbine Corlett (JCC)
Mr. P. Cresswell (PC)
Mr T Griggs (TG)
Mrs C Kenny (CK)
Mrs C Osborne (CO)
Mrs E Whittingham (EW)
Mrs. A. Chambers (AC)
Mr P. Jenkins (PJ)
Mrs H. Ross (HR) Incoming Headteacher

Apologies:

Mrs H. Bailey (HB)

Clerk:

Mrs B Jennings (BJ)

MINUTES PART ONE NON-CONFIDENTIAL BUSINESS

1. APOLOGIES & ADDITIONAL AOB ITEMS

Apologies were received from HB. There were no additional items of business

2. CONFLICT OF INTEREST

No conflicts of interest were noted.

3. MEMBERSHIP

Mrs Birch is retiring at the end of the summer term creating a vacancy for a new co-opted Governor. Governors were asked for suggestions. It was suggested that this should not be another member of staff purely to address the balance of

skills and experience. Governors should consider the responsibilities of the new governor from September 2015.

4. PART ONE MINUTES

The previous minutes were agreed as a true record and signed off.

5. CHAIR'S ACTION

None taken.

6. HEADTEACHER'S REPORT

The Governors considered the Headteacher's Report. KW talked through the report which is presented under OFSTED headings and provides information specific to the SDP as well as other aspects of school life. Governors were provided with an opportunity to ask questions.

CO thanked KW for the detail contained within the report and commented 'one place to learn a lot'.

KW talked through the progress of the School Development Plan, there will be a summary document available on the Governor's area of the website upon completion and review at the end of the term.

Q. Are we on track in terms of priorities?

KW referred to the report from the SIP which indicated that the school is on track with all priorities.

CO complimented KW on the recent SIP Report.

Q. Is the HT report difficult to produce?

KW advised that the report requires proximately half a day's work.

Q. Data component – is it still labour intensive

KW advised that it not so labour intensive now that systems had been refined. In addition, the proposed purchase of a new tracking system for autumn term would facilitate the generation of specific data reports in line with the new curriculum and assessment without levels. Therefore, the data component would be easier to produce going forward.

7. SAFEGUARDING

The Governors discussed the recent Safeguarding audit and Mrs Vernon (Designated Safeguarding Lead) and the SLT were complimented in terms of the thoroughness of systems and completion of essential documentation. A report in response to our actions following the audit will be available in the summer term.

KW informed the Governors that there is to be a revised form for the Safeguarding audit process which is in to be completed by all staff and governors. This is required to be completed each term, commencing Autumn 2015 alongside Pecuniary Interest declarations.

8. HEADTEACHER TRANSITION PLANS

Several dates have been diarised for KW and HR to meet. The first of these is planned for 23rd June when KW and HR will meet with Steve Williams (SIP)

During week commencing 20th June, KW and HR will meet to discuss INSET dates.

Q. How can Governors be part of the start of term?

KW/HR will communicate following the meeting with Steve Williams (SIP) Following discussion, HR will plan the INSET days for the beginning of the autumn term. Information will be sent out to all staff and governors.

PC informed the Governors that OFSTED will be looking for Governor Strategic Link.

9. SCHOOL DEVELOPMENT PLAN: UPDATE ON THE FOUR 2014/15 SCHOOL PRIORITIES

KW referred Governors to the Headteacher's report.

10. REPORTS FROM COMMITTEES

Finance

PC thanked JCC for her work on the Reserves Policy.

PC commented that revenue balances are decreasing. This is due largely to an increase in NI and pension contributions (there is no additional funding to cover these costs) and increases in salaries.

The Governors approved the budget for 2015/16 and commented on the improved reporting.

Minutes of the finance sub-committee meeting held on 12th May were approved.

Teaching & Learning

AC thanked KW for moving the school so far forward in every single aspect.

EW thanked KW for her support from the whole staff team.

Minutes of the meeting held on Wednesday, 13th May were approved.

Leadership & Management

Governors discussed the Quality of Learning Report noting that lesson observations are demonstrating that the quality is continually improving, with lessons rarely less than 'Good'. The Governors expressed their thanks to all staff for their hard work achieving this.

The minutes of the Leadership & Management meeting held on Thursday, 14th May were approved.

11. Partnerships

Discussion took place regarding the value of the HCDGP partnership. The Governors remained within the partnership last year, but

Q. At a cost of £16 per pupil, is this providing value for money?

The following are areas which were considered to be providing value for money.

- PE Support
- Family Support Worker
- EYFS Cluster Group

Q. Could we possibly look at keeping just these elements?

This is an item for discussion in the EIP in the future. However, it is likely to be very difficult to maintain the EIP if schools withdraw or pay for only selected aspects of the support offered. In the light of the diminishing support services from Cheshire East, the EIP is potentially more important as a support and development group.

There are currently 7 schools within the Partnership

PC advised that he had previously investigating what the funds actually pay for. The majority of the money is spent on the Co-ordinator's salary. There are questions surrounding the value of this element.

For the forthcoming year, it is important that HR is supported through the EIP and also has the chance to assess the value and impact of being part of the group.

12. Any other Business

Governor Training

KW drew Governors attention to the SIP report and the next steps which need to be taken. This will be addressed and evidenced as a 'you said...so we did' document ready for the next SIP meeting on 7th October 2015.


KW expressed her thanks to the Governors for their outstanding support during her time as Acting Headteacher.

PC thanked KW on behalf of Governors for her 'exemplary' contribution.

DJ thanked JB for all her hard work during her years as Governor and extended his best wishes to her for a happy retirement.

Dates for meetings next year's meetings need to be set. BJ to schedule and circulate dates.

Next Meeting – Tuesday, 29th September 2015 (4.30 pm)



Chair

29/9/15

Date