



'Learning to love God, one another and ourselves'
Governing Board of Bembridge CE Primary School
Meeting held on Monday 18 March 2019 at 3.30 pm
Held at Bembridge CE Primary School

Attendees

Alan Morris (Chair)	Co-opted Governor
Sandra Grocock	Headteacher
Gordon Kendall	Co-opted Governor
Clemma Yardley	Staff Governor
Sarika Braithwaite	Parent Governor
Pauline Stirling	Co-opted governor
Jo Seward	Parent Governor
Mike Gidley	Foundation Governor
Anna Wood	Foundation Governor
Deb Abell	Clerk to Governors

1. Apologies Accepted

Amanda Bloor	Ex-Officio Governor
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Pauline Stirling was welcomed as a new co-opted governor as a replacement for Jeni Gallagher.

1b Pecuniary Interests

No pecuniary interests were disclosed for this meeting.

1c Governor Update

Unfortunately David McCallum has written to the Chair resigning and citing as a reason that he is not able to attend the meetings now that they start at 3.30 pm as this interferes with his business. Discussion took place on whether the start time should be changed and, whilst it was recognised that it was important not to lose good governors, it was decided that at the moment it would remain at 3.30 pm.

2. Minutes of Meeting held on 7 February 2019

2.1 Accuracy

Agreed

2.2 Matters Arising

- **Action 11/18/04 Meeting with the School Council** – Gordon Kendall and Alan Morris will attend the next School Council meeting – this has taken place. Both were impressed with how all the children made a contribution from the very youngest to the oldest - complete
- **Action: 02/19/01 – Chair will draft a letter to go to parents reflecting the above discussion on the After School Club** –this has been completed and will go out to parents this week – complete
- **Action: 02/19/02 Nut Allergy - It was agreed that a sign will be put up in the school entrance regarding nut allergy** – Headteacher will check to see this has been done.

3.	Feedback from the Executive Committee
3.1	<p>Finance</p> <p>Statement of Income and Expenditure showed that the budget forecast was running to plan with a £20k overspend which means that the reserves will decrease to £25k at the end of the year. Arrangements will need to be made to reduce expenditure and if possible increase income. It was suggested that perhaps local businesses might be willing to make a contribution. The Local Authority has requested that schools running a deficit must have a recovery plan in place when submitting their budget. It was recognised that this is a national problem however we must consider all opportunities to manage the budget. A governor suggested that we include staff in budget planning to enable them to put forward any suggestions to either make economies or raise income and this was agreed.</p> <p>Action: 03/19/01 Chair and Vice Chair will attend a staff meeting and give a presentation on the budget.</p>
3.2	<p>Responsibility of Parents for their Children – clarification was being given to parents that responsibility for their children took place once they were in the school rather than in the playground or the school grounds. This information has been included in the school newsletter and also added to the Home/School agreement.</p>
3.3	<p>Replacement of the Clerk - Joint advert has gone out with St Helen's and will be included on the IW Council job website and circulated to existing clerks.</p>
3.4	<p>Sub-Group – Looking at Future Options for the School – First meeting has been arranged for Tuesday 19 March 2019.</p>
4.	Headteacher's Report – Written Report
	<ul style="list-style-type: none"> • Report had been circulated and governors were asked for any comments. • Governor asked about the definition of persistent absenteeism and Headteacher advised that this is when attendance drops below 90% or more than 10 sessions missed within a 12 week period. There maybe a medical reason for this or holidays taken in school time. Normally following a meeting with the Headteacher and Education Welfare Officer attendance does improve. Governors were updated on the reason for the slightly lower attendance in Year 4. • Maths Project – Headteacher updated on the project and advised that the Maths Consultant is pleased with the progress being made. Jane Wilson, the Maths Advisor will be at the school on 3 April to look at the project and the Governor Maths co-ordinator will attend if possible. Next steps in the project are to: analyse 'mock' SATs to identify key gaps for the group to inform class teaching; increase the opportunities for reasoning within the next cycle; develop expectation explaining thinking; use more opportunities for jottings or pictorial representation to support steps in learning. • Free School Meals/Pupil Premium – clarification was given on the difference between FSM and Pupil Premium children. • Outcomes and Comparisons Milestone – Update was given on the progress being made by Year 2 and Year 6 SATS pupils. Slightly smaller numbers in Year 6 this year with pupils at ARE (age related expectation) with 2 pupils not yet at this level in English and Maths and 4 in Maths. Year 2 pupils are also on track. In addition the school is also testing Years 3, 4 and 5 as an addition to the teachers' assessment. • SIMs – this is now being used for taking the class register and for pupils to pick their school meal. Clarification was needed regarding access to the register in the case of a fire. • EYFS Self-Evaluation – this was completed by the teachers.
5.	Safeguarding

- Single Central Record is up to date
- Prevent training for SLT was held in January – train the trainer
- NSPCC – Speak Out programme for all pupils held in January
- Child Neglect Level 3 DSL
- Supporting leaders to develop and maintain a positive safeguarding culture (DSL and Deputy DSL and Safeguarding governor)
- Regular updates in school newsletter and to teaching staff

6. Island Learning

- Proposal put forward for this organisation to apply for grants and taking a 20% percentage of any grant received.
- A governor had looked into the background of the company and was concerned regarding the lack of information available he suggested that more investigation would need to take place before using this company. In addition he suggested that there are more established companies already doing this. Governors were also reminded that if funds were given then the expectation would be that the total grant would need to be spent so the school would be responsible for the 20% payable to the company.
- It was felt that the scheme was a good idea and areas benefitting from this would be the air conditioning and outside play area at the front of the school. **Governors agreed that they would not take this forward in this way but that other opportunities would be explored.**
- Foundation governor agreed to contact the diocese to see if they had funding available for the building (**update** - diocese advised that responsibility for the school building is with the Local Authority and they have no additional funds).
- British Council of Schools Ambassador - Pauline is an ambassador and has been involved in the work on Connecting Classrooms which enables schools to work together and share knowledge and experience throughout the world. Training is provided to enable teachers to learn about global development in the classroom. The information has been sent out to Island schools with interest already being shown by other schools.
All governors agreed that this was a great opportunity for the school and wished to take this forward.

7. Policies

- 7.1 EYFS – policy agreed by all governors – Clerk to put on the website
- 7.2 Charging and Remissions - policy agreed by all governors – Clerk to put on the website
- 7.3 Curriculum - policy agreed by all governors – Clerk to put on the website
- 7.4 Single Equalities – agreed to discuss this at the next meeting.

6. Governor Training

- **Prevent Training** – Gordon Kendall has completed this
- **Spelling Workshop** – Gordon Kendall attended this and found that this enhanced his role as literacy governor
- **Chairs' Meeting** – Alan attended this in February. The Local Authority's principal accountant advised on the expectations of schools that were likely to submit a deficit budget. The IW school improvement manager, Natalie Smith, updated on the new Ofsted framework.

7. Governor Co-ordinator Visits

7.1.1	Safeguarding – reports circulated on last year’s audit review and observation of Speak Out. session in January 2019. In addition there were reports on the Single Central Record and progress on the Safeguarding Action Plan.
7.1.2	Educational Visits – report circulated no further questions from governors.
7.1.3	SEND – Report circulated. Meeting had taken place with the SEND subject co-ordinator to update the action plan.
7.2	Future Visits
	Visits due are:
	EYFS – Pauline will take responsibility for this together with Music and MFL
	Art and DT – Gordon will cover this as a one off pending recruitment of a new governor
	Science – Alan will cover this as a one off pending recruitment of a new governor
	PSHE and RE – Anna
	ICT – Mike
	Health and Safety – due in April
8.	Staff Co-ordinator Reports
8.1	SEND report had been circulated and accepted. Governor asked for clarification regarding passports and how they are updated. Headteacher advised they are updated every term or when a change happens. The new ones are much clearer and very useful. Clarification was given that Penny Crossley works with children with social and emotional needs.
8.	Correspondence
8.1	None
9.	Any Other Business
9.1	Clerk Retirement – Governor Services have recommended that the clerk role should include an increase in hours. Clerk had suggested that if the role was shared with another school then a lot of the background work/training could be shared between the two schools giving better value for money. Advert has gone out for a replacement clerk with a closing date at the end of March.
9.2	Use of Ice Packs – governor had noticed on a visit that there seemed to be a lot of children with ice packs following minor injuries. Headteacher will follow this up to ensure that these are only being used when needed.
9.3	Randonee – it was not clear whether the PTA would be providing refreshments as they have in previous years. Its known that this is a big fundraiser for the school. Anna will contact the Community Centre to ensure it has been booked and the PTA will be contacted to see if they have any arrangements in place to do this.
11	Date of Next Meeting
	Monday 13 May 2019 – 3.30 pm

GOVERNOR MEETING DATES FOR 2018/19	
Autumn Term	Tuesday 4 September – Friday 21 December (3/9/18– Staff only)
1st Governors’ Meeting	Monday 15 October 2018 (Executive – Monday 24 September)
Half Term	Monday 22 October – Friday 26 October
2nd Governors’ Meeting	Monday 26 November 2018 (Executive – Monday 12 November 2018)
Spring Term	Monday 7 January 2019 – Friday 5 April 2019
3rd Governors’ Meeting	Monday 4 February 2019 (Executive – Monday 21 January 2019)

Half Term	Monday 18 February 2019– Friday 22 February 2019
4th Governors' Meeting	Monday 18 March 2019 (Executive – Monday 4 March 2019)
Summer Term	Tuesday 23 April – Tuesday 23 July 2019
5th Governors' meeting	Monday 13 May 2019 (budget agreement) (Executive – 29 April 2019)
Half Term	Monday 27 May 2019 – Friday 31 May 2019 (Bank Holiday Monday 6 May)
6th Governors' meeting	Monday 1 July 2019 (Executive – Monday 17 June 2019)