



**Full Governing Body Meeting
Monday 29 February 2016**

Present: Ian Yapp (IY), Alison Lee (AL), Penny Elmy (PE), Alison Woodward (AW), Carolyn Walker (CW), Jon Haslam (JH), Chris Rose (CR), Charlie Heard (CH), Jo Brown-Bolton (JBB), Peter Carr (PC), John O Callaghan (JOC)

Clerk: Sue Borradaile

The Meeting opened at 18:30

Item		Action
1.	Welcome: IB the Chair opened the meeting.	
2.	Apologies & Declarations of Interest: Apologies received from SN (Y6 parents evening) and MC (work commitments). The apologies were consented to.	
3.	Confidentiality: None	
4.	Minutes from previous meeting and matters arising: All action points have carried out by those noted. The minutes were signed as a true and accurate record of the meeting.	
5.	Matters arising: None	
6.	To receive notification of any other urgent business: None	
7.	Date and time of next meeting: 16/5/16.	
8.	Procedural Items: Membership up date: Meeting informed re Helen Hamilton who has now stood down following application for holiday in term time. Need to look at alternatives for replacement for MC. Suggestion made that governors complete a financial audit. Code of Conduct and standing orders: Meeting presented with draft paper outlining the working of the governing body. Discussion took place over chair and vice-chair's term of office. At the moment the term of office of each office is 4 years. Meeting opened for views. Agreed that term of office from next academic year returns to annually. All agreed. Any further amendments to code of Conduct and standing orders to be emailed to IB	IB



	<p>Terms of Office: See item 14 on agenda.</p>	
9.	<p>Headteachers Report: As read: IY highlighted various items new staffing NLT support appointment as well as maternity cover in Y5. Pupil numbers for September whilst slightly lower are still healthy. Attendance – last terms attendance better than the previous year. 94 pencils were given for 100% attendance last term. Q. Is staff absence tracked? A. Yes but confidential. Play Place is full and still very popular. Community – Charity work donations to our chosen charities’ have been excellent. IY discussed recent correspondence from parents regarding snacks available from school and their nutritional value. IY asked governors for their steer on do we continue as we are providing healthy snacks or stop selling altogether. Governors agreed to continue as we are – ensuring smaller portion size and that what we sell is within current nutritional guidance New School website – will have a soft launch on 23 March 2016. Parents will be informed about this following the Easter break.</p>	
10.	<p>Achievement Unlocked: Governors presented with two papers around this new NYCC strategy held a launch event which IY,PE,AW,IB and AL attended. The school has had to write an action plan around this strategy. Q. Are we gathering any data around this? A. It will dependant on the question some data may be available. At some point before Easter we should be having a visit to check the plan.</p>	
11.	<p>Reports from Link Visits: EYFS As tabled focussed on data and touched on action plan. Core Standards JH has met with staff and governors on the new tracking system and data along with structure and how it is presented. Foundation Curriculum No report Pupil Premium As tabled DH/PC looked at various interventions Sports Premium</p>	



	<p>SEN/Inclusion As tabled – visits to interventions were very positive and structures in place are excellent.</p> <p>Child protection and Safeguarding.</p>	
12.	<p>Finance: CR updated meeting regarding meeting with SB, IY, and Smart Solutions. SPG met 26/2/16. Projected carry forward was around £90k following various agreed spends c/f is now nearer £55k. Looked at 16/17 predicted still looks very to similar forecast. SPG agreed to spend an additional £20k leaving us with a predicted c/f £30k if agreed by tonight’s meeting. All gobs in favour to go ahead with works.</p>	
13.	<p>Potential government white paper – school structures. IY informed meeting about the potential school structures – Pete Dywer has written to all schools regarding the expectation that the education system is fully academised by 2020. PD message don’t rush to become an academy but start looking at the way forward and how this may look for you. Groups of schools working together. IY gave a brief over view of where advisory services are going. Q. Has it been discussed with STAR? A. It is on Action Plan to discuss annually. Do governors want more information on the implications of Riverside becoming an academy? Governors agreed that exploratory work would be good and that we should be proactive in this. IY agreed to look at arranging an informative evening around risks and benefits. Confidential item.</p>	
14.	<p>Chairs term of Office/Governors term of office: IB left the meeting. Meeting considered letter written by IB regarding term of office for all governors. We don’t carry out a 360 degree review of governors. What’s right for the school? Needs to be a process of evaluation. Who does the appraisal? Suggestion made that Chair does governors and a Chair from another STAR school appraises the chair. Proposal IB stays as Chair until end of this academic year. Governors term of office – a governor can have multiple successive terms of offices and all governors will have an annual review linked to skills audit of governing body. Approved by all governors</p>	



15.	Any other business: None The FGB meeting closed at 20.45	
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Signed as a true and correct record of the meeting

Date

No.	Action Points	By Whom	By When
1	Governors to email IB with any alterations to Standing Order document	All Govs	
2	Small data group to probe further data before next School Improvement meeting.	JH,AL,AW,IY	24.10
3	IY to arrange an information evening around risks and benefits of academisation	IY	After Easter.
4	CW agreed to put together appraisal notes	CW	