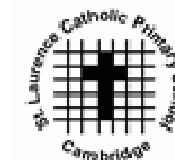


Through God's grace, a community growing in knowledge and understanding

Meeting Date & Time: Thursday 7th July 2016, 3.45pm – 5.50pm



Cambridgeshire
County Council



Attendance & Apologies:									
Foundation Governors:			Parent Governors:			Staff Governors:			
Mary Jane O'Sullivan	MJOS (Chair)	MJOS	P	Rebecca Imhagwe	RI	P	Clare Clark (Headteacher)	CC	P
Janet Scally	JS (Vice Chair)	JS	P	Monica McDonald	MM	P	Phyllis Maynard	PM	P
Fr Pat Cleary		PC	Ap						
Dr Charlotte Woodford		CW	P	Local Authority Governor:			Associate Members:		
Harry Roberts		HR	P	Sonali Kumarakulasinghe	SK	P	Joan Brierley	JB	P
Terry Taylor-Crush		TTC	P				Lizzy Bennett (Deputy Head)	LB	P
Claire Southgate		CS	P	Co-opted Governor:			Veronica Harvey (Deputy Head)	VH	A
vacancy				Shauna DeWolf	SdW	P			

(key: P = present, Ap = apologies received and accepted, ApN = apologies received but not accepted, A = absent)

In Attendance: Mark Dowling (clerk), **Mercedes and Bailey (Y6, item 1 only)**

Opening Prayer

	Notes	Actions/Dates/ Person responsible
1.	Presentation by school council ➤Governors thanked the School Council representatives and their teacher Mrs Sharman, raised matters arising from the projects reported, and asked about the term of office of School Councillors.	
2.	Pecuniary interests and declaration of interests relating to items on this agenda None	
3.	Approval of the minutes of FGB on 5th May 2016 Approved	
4.	Significant matters arising from minutes of previous meeting None	

Our school is committed to safeguarding and promoting the welfare of children and young people and expects all staff & governors to share this commitment.

5.	<p>Headteacher's Report</p> <p>➤Governors considered the Key Stage attainment results tabled by the Head, observed that the % of pupils achieving the expected standard exceeded the national figure in all tests except KS2 reading, and noted the change in the nature of that test.</p> <p>➤Governors asked about the grounds for the submission of requests for re-marking of the KS2 reading tests of three pupils. The Head explained that they were issues of application or interpretation of the mark scheme by the original marker.</p> <p>➤A Governor asked about the implications if (Item 1.3 of Head's Report) the school's LA Education Welfare Officer were not replaced. The Head explained that extra tasks would fall to Mrs Harvey in liaison with the Head.</p> <p>➤A Governor asked about the report of exclusions (Item 1.4), and the record was corrected to show that there had been no permanent exclusions since September 2015.</p> <p>➤Governors congratulated the school on the re-award of the RE Gold Quality Mark (Item 2.3), and thanked Mrs Quail (RE subject leader) for her work.</p> <p>➤Governors asked about the ownership of the school caretaker's house, which was with the Diocese of East Anglia, and agreed that diocesan guidance would be needed to ensure that the house remained an asset to the school rather than a liability.</p> <p>➤Governors sent congratulations to Liz Taylor (School Business Manager) on reaching the forthcoming final of the Cambridge News School Awards and wished her success.</p> <p>➤A Governor asked about the attendance record of pupils carrying Pupil Premium, and was referred to 1.3 of the Head's report; the figures there were deemed to be encouraging.</p> <p>➤A Governor asked about the Equality Award application recently resubmitted; the Head said there was plenty of evidence in justification.</p>	
6.	<p>Key points from Spring 2016 SEF and RAP (Summer Term 2015-16)</p> <p>➤A Governor asked what change had occurred in the school's self-evaluation and attainment, and was referred to the narrative in the SEF and RAP among the agenda papers. The Head believed the quality of teaching had improved during the course of the year, and commented that schools were only halfway through the implementation of the new international primary curriculum, which was a two-year programme from September 2015.</p>	
7.	<p>Chair's Business</p> <p>The Chair reported:</p> <ul style="list-style-type: none"> • her weekly meetings with the Head had continued • she had been involved with Harry Roberts in the recruitment of a new caretaker. 	

[illegible]

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[illegible]

14.	Policies a. <u>Equality Policy</u> deferred until next term b. <u>Inclusion Policy</u> adopted (after typographical correction on Page 4 to read <i>pupils' health</i> c. <u>Code of Conduct for Staff, Governors & Volunteers</u> (circulated prior to meeting) adopted d. <u>Anti-Bullying Policy</u> (circulated prior to meeting) adopted e. <u>Health & Safety Policy</u> adopted f. <u>Critical Incident & Business Continuity Policy</u> (available on gov login) adopted	
15.	Parish Report None: See Head's report for reference to recent First Holy Communions.	
16.	PTFA Report Governors heard that the Summer Fair went very well and raised £2900.07: enough money to pay for markings in both playground. The PTFA was arranging the recording of the Y5 and Y6 plays and the production of the Y6 year book.	
17.	Re-adoption of Joan Brierley, Lizzy Bennett & Veronica Harvey as Associate Members of the Governing Body for the Academic Year 2016-17 Agreed, though it was expected that Joan would become a Foundation Governor from the start of the new school year.	
18.	Election of the Chair of the Governing Body for the Academic Year 2016-17 Mary Jane O'Sullivan was the only nominee and was elected nem con.	
19.	Election of the Vice-Chair of the Governing Body for the Academic Year 2016-17 Janet Scally preferred not to stand again as Vice-Chair. Claire Southgate was the only nominee and was elected nem con wef 1 September.	

20.	<p>Allocation of Governors to Committees and other Governor Responsibilities for the Academic Year 2016-17</p> <p>The following changes were made to the list of responsibilities, linked classes, committees and working groups:</p> <table><tr><td>Safeguarding and Looked After Children:</td><td>TTC</td></tr><tr><td>Policies:</td><td>MJOS and MMcD</td></tr><tr><td>Pen portraits:</td><td>removed from list</td></tr><tr><td>School Governor information:</td><td>removed from list</td></tr><tr><td>RE and Values:</td><td>JSc and JB</td></tr><tr><td>SEND:</td><td>JSc</td></tr><tr><td>Able, gifted and talented:</td><td>SdeW</td></tr><tr><td>Robins and Wrens:</td><td>MMcD</td></tr><tr><td>Nightingales:</td><td>MJOS</td></tr><tr><td>Starlings:</td><td>SdeW</td></tr><tr><td>Owls:</td><td>SK</td></tr><tr><td>Eagles:</td><td>RI</td></tr><tr><td>Learning & Achievement Committee</td><td>MMcD to join</td></tr></table> <p>➤On pen portraits, Governors agreed that they could appear on the website. Janet Scally would send existing pen portrait out to each Governor for amendment; as a new Governor, Monica McDonald would write something in same style; Janet would then collate them and pass them to Claire Southgate to put on website.</p> <p>Governors noted that, except for the Chair's and the Vice Chair's, their photos would no longer be displayed in the reception area.</p>	Safeguarding and Looked After Children:	TTC	Policies:	MJOS and MMcD	Pen portraits:	removed from list	School Governor information:	removed from list	RE and Values:	JSc and JB	SEND:	JSc	Able, gifted and talented:	SdeW	Robins and Wrens:	MMcD	Nightingales:	MJOS	Starlings:	SdeW	Owls:	SK	Eagles:	RI	Learning & Achievement Committee	MMcD to join	<p>Janet Scally and Monica McDonald by 15.09.16 Claire Southgate by 29.09.16</p>
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21.	<p>Any Other Business</p> <p>The Head reported the success of the recent Y6 residential trip to Norfolk and the plans for trips for Y3/4 and Y5.</p>																											
22.	<p>Embedded Risk Management</p> <p>Caretaker's house: see Item 5 above.</p>																											
23.	<p>Impact of Academy Status regarding matters considered in this meeting</p> <p>None evident</p>																											

24.	Dates of future meetings: All 4-6pm unless otherwise stated 6 th October 2016 @ 3.45pm to meet the teachers 24 th November 2016 26 th January 2017 16 th March 2016 4 th May 2016 13 th July 2016 @ 3.45pm to hear the report from the School Council	
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Abbreviations: FGB – Full Governing Body, SMT – Senior Management Team

SEND – special educational needs and disabilities, PP – pupil premium, EAL = English as an Additional Language

RAP – raising achievement plan, SEF – Self Evaluation Form , KIT – Keeping in Touch visit

EYFS – early years foundation stage, KS1 – Key Stage 1, KS2 – Key Stage 2, LA = local authority, DBS = Disclosure and Barring Service

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