

THE GOVERNING BODY OF A ROBERTTOWN CE (VC) JUNIOR AND INFANT SCHOOL

Minutes of the meeting of the Governing Body of Roberttown CE (VC) Junior and Infant School, held at 6.30 pm at the School on Thursday, 15th February 2018.

PRESENT

Mrs M Hoole (Chair), Mrs E Bolt, Revd R Burge, Mrs J Smart-Gant, Mr A Toft, Mrs H Wells, Mrs L Wood.

In Attendance

Mrs A Walker (Minute Clerk)

Item	Minutes	Action
2476. DELETION – See Minute 2495		
2477. NOTIFICATION OF ITEMS TO BE BROUGHT UP UNDER ANY OTHER BUSINESS	There were no items to be brought up under Any Other Business.	

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2478. REPRESENTATION	<p>a) <u>Resignation</u></p> <p>Governors noted the resignation of Mr S Gore with effect from 11 December 2017.</p> <p>b) <u>Appointment of a Co-opted Governor (To replace/re-appoint Mr A Toft)</u></p> <p>RESOLVED: That Mr A Toft be re-appointed as a Co-opted governor for a further term.</p> <p>Governors were informed that there had been no nominations from parents to fill the parent governor vacancy and Mrs Wells was going to transfer from being a co-opted governor to a parent governor.</p> <p>ACTION: New ballot forms to be sent to parents after half term and if no other applications are received Mrs Wells will be reappointed as a parent governor.</p> <p>Governors had a general discussion around how the vacancies on the governing body could be filled.</p> <p>ACTION: Reverend Burge to attend Parents' Evening and speak to parents about the opportunity to become a parent governor.</p> <p>The Chair suggested inviting any interested parents to attend a meeting of the governing body for an insight into the role of a governor.</p> <p>ACTION: Clerking Services to confirm if any prospective parent governors can attend a governing body meeting as an observer.</p>	
2479. MINUTES OF THE MEETING HELD ON 5 DECEMBER 2017.	RESOLVED: That the minutes of the meeting held on 5 December 2017 be approved and signed by the Chair as a correct record.	

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2480. MATTERS ARISING	<p>a) <u>Safeguarding (Minute 2465 refers)</u></p> <p>Information/printouts on the new electronic process for the Safeguarding audit would be brought to the next meeting.</p> <p>b) <u>Role of the Link Governor (Minute 2468 refers)</u></p> <p>This is an agenda item for consideration at this meeting.</p>	
2481. ELECTION OF VICE CHAIR	<p>Governors held a general discussion around the role of the Vice-Chair and Chair.</p> <p>RESOLVED: That Mrs J Smart-Gant be elected as a Vice Chair for a 12 month term.</p> <p>Mrs Smart-Gant informed governors that she had no wish to progress to Chair but would be happy to act as Vice-Chair in the interim.</p>	
2482. FINANCIAL MANAGEMENT AND MONITORING/BUDGET REPORT	<p>Governors had difficulty in accessing the financial reports online and it was agreed that they would be reconciled at the next meeting of the Resources Committee on 28 February.</p> <p>Governors were informed that the Caretaker will be resigning and leaving at Easter time. An advert cannot be placed yet until his resignation has been received. Spen Valley High School will be approached in the interim to use their caretaker on a short term basis but there may be an impact on the budget while a replacement is found.</p> <p>Governors thanked the Caretaker for his work in school. Governors were informed that the Head Teacher is in the process of obtaining quotes to replace the windows to the front of school.</p> <p>The new SBM is setting in well and has no concerns with the budget at the current time.</p>	

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	<p>Q: Do we receive a separate income for school services payment? A: Yes – this is the FSM credit that is received under a different income code.</p> <p>Governors were informed that there is likely to be an under spend to carry forward into the next financial year. Governors acknowledged that this was a significant achievement in the current climate.</p>	
2483. BENCHMARKING REPORT	The Benchmarking report is not yet available and this item was deferred to the next meeting.	
2484. SAFEGUARDING	<p>Governors were informed that the Chair is the only member of the governing body with in date Safer Recruitment training.</p> <p>Governors had been sent the link on email and will complete the online training.</p> <p>The DHT informed governors that Steve Barnes, LA Safeguarding officer, has now left the LA and a replacement has not yet been appointed.</p> <p>The Safeguarding audit is ongoing and the Head Teacher is completing it via the new online toolkit.</p>	
2485. TEACHER APPRAISAL POLICY & TEACHER PAY POLICY	<p>Governors had been provided with copies of the Teacher Appraisal policy and Teacher Pay Policy prior to the meeting.</p> <p>Q: What is an unqualified teacher? A: They haven't yet acquired QTS – academies can employ them as teachers.</p> <p>RESOLVED: That the Teacher Appraisal policy be agreed and adopted.</p> <p>RESOLVED: That the Teacher Pay Policy be agreed and adopted.</p>	

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2486. ACADEMISATION/ MULTI-ACADEMY TRUSTS	<p>The Chair provided governors with an update on recent discussions regarding academisation;</p> <p>The Head Teacher had spoken to the Head at Trinity MAT in Leeds and had been very impressed with what he had said. This MAT had several High schools in it and he felt that it would be a positive move to integrate a Junior and Infant school into it.</p> <p>A MAT from Barnsley had also met with the Head Teacher and a discussion had been had with the Shelley pyramid.</p> <p>Academisation remains ongoing and will continue to be a standing item on the agenda.</p>	
2487. GDPR (GENERAL DATA PROTECTION REGULATION)	<p>The Chair informed governors that she had been offered a place on a training course, however, too little notice had been given for her to be able to attend.</p> <p>Governors were informed that there is an information document available online on One Hub.</p> <p>Q: Have we done a data audit in school? A: Not yet but SLT have it as an agenda item to look at and prepare. Further information will be provided to governors when it is available.</p> <p>Governors were reminded that from May they will only be able to use the secure email on One Drive for any governing body communication.</p>	
2488. SPENBOROUGH CO-OPERATIVE TRUST	An update will be provided to governors at the next meeting of the governing body.	

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2489. THE ROLE OF THE LINK GOVERNOR	<p>Governors discussed the role of a link governor.</p> <p>Governors remained concerned that having lost the class link they will no longer have the close relationship with the children and that the focus would be on strategy and not the children. Class governors said that they had always enjoyed being a class governor and having that relationship with the children.</p> <p>The Class governor role provides children with an understanding of the hierarchy of the school and that understanding would be lost if the role was removed.</p> <p>Governors also believed that by losing the child awareness it would be even more difficult to recruit parent governors.</p> <p>Governors discussed the alternatives and considered the possibility of having Reception/KS1/KS2 governor roles rather than every class.</p> <p>Governors agreed that further discussion was needed before any decision could be made and it was agreed to have as an agenda item at the next meeting when more governors would be present.</p>	
2490. GOVERNOR TRAINING	<p>Reverend Burge had completed online Safeguarding training.</p> <p>All governors were reminded to complete the online Safer Recruitment training.</p> <p>The Chair informed governors that she had registered all governors for free online training and will update them at the next meeting.</p>	
2491. GOVERNOR VISITS	<p>There were no visits to report.</p>	
2492. EDUCATIONAL VISITS	<p>There were no educational visits to report.</p>	

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2493. ANY OTHER BUSINESS	<p>Governors had been given a date for Exclusion panel training on 24 April and requested further information re the format and content of the training.</p> <p>ACTION: Clerking services to provide more details.</p> <p>Authority Note: the training is being provided and run by Ethos College. Governors should contact Diane Dunn for further information (see information item at end of agenda).</p>	Clerking Services
2494. DATES OF NEXT MEETINGS AND POSSIBLE AGENDA ITEMS.	<p>RESOLVED: That the next meetings of the Governing Body be held at 6.30pm at the School on:</p> <p>Monday, 19 March 2018 Wednesday, 23 May 2018 Tuesday, 10 July 2018</p>	
2495. AGENDA, MINUTES AND RELATED PAPERS – SCHOOL COPY	<p>RESOLVED: That Minute 2476 be excluded from the copy to be made available at the School, in accordance with the Freedom of Information Act.</p>	