

**Minutes of the meeting of the Full Governing Board at Granby Primary School on 30th
November 2015**

at 5.45 pm in the Camelot Room

Present: Abbey Stewart, Glenys Mulvany (Chair), Graham James, John Dowson, Louisa Kiggell, Nick Sone, Peter Fowler (Head), Rob Penny, Rose Sweeney, Ryan Flack, Sandra Adegun

In attendance: Geraldine Murphy (Deputy Head teacher), Sue Foreman (Clerk)

Geraldine and Abbey were welcomed to the meeting.

<i>Item</i>		<i>Actions</i>
1	<p>Presentation: Annual Pupil Premium Report (GM)</p> <p><i>Nick arrived at 6.15pm</i></p> <p>Geraldine presented her report on the Pupil Premium. The following questions were asked:</p> <p>Q Do children in kinship care qualify for pupil premium?</p> <p>A No, and this has a severe impact on us because we have a significant proportion of children being looked after by family members.</p> <p>Q Are all schools affected by a lower percentage of Pp children in year 1 and 2?</p> <p>A Anecdotally, yes nationwide. Certainly within the City.</p> <p>Q Is the range of support only provided to PP children?</p> <p>A No, we provide support to any family in need. However, the funding from non PP children comes from a different source.</p> <p>Q Are all PP children falling behind?</p> <p>A No, some are working above age related expectations and there is no gap.</p> <p>Q What standards are expected for years 2 and 6, who have only had one year of the new curriculum?</p> <p>A There are interim standards which are only slightly lower than the increased expectations</p> <p>Geraldine was thanked for her presentation and such clear responses to questions.</p> <p><i>Geraldine left the meeting at 6.30 pm</i></p>	
2	<p>Apologies</p> <p>Apologies for absence were accepted from Ryan Flack (ill) and Nick Sone who was going to be late.</p>	

3	<p>Declarations of interest</p> <p><i>Governors are expected to declare any actual or potential conflicts of interest of any nature including direct and indirect pecuniary interests. Does anyone wish to declare an interest, other than those already registered?</i></p> <p>There were no further declarations of interest</p>	
4	<p>Minutes of the last meeting (accuracy)</p> <p>The minutes of the last meeting were agreed and signed as a true record.</p>	
5	<p>Matters arising from the minutes</p> <p>There were no matters arising from the minutes.</p>	
6	<p>Questions on the head teacher's report (PF)</p> <p>Peter presented his report and the following questions were asked:</p> <p>Q Is enough time made available for staff who undertake external training or similar things to effectively pass this on to colleagues?</p> <p>A Differing subjects need differing amounts of time and different people have different learning styles. We use a range of techniques therefore to cascade training either on a one-to-one, small group, phase or whole-staff basis as appropriate.</p> <p>Q What actions are we taking regarding pupil engagement and attitudes to learning?</p> <p>A Assertive mentoring, KTC and growth mindset are all contributing to this. Child ambassador role for the day will help pupils talk about their work in class.</p> <p>Q Arbor - can we have the Ofsted readiness report?</p> <p>A Yes! We will circulate tomorrow</p>	Sue to action
	<p>Review of management structure</p> <p>Governors know that it is good practice to regularly review the school's management structure. This has been started with the executive committee and Peter feels that a visioning discussion with Graham as chair of P and P would be useful. To be arranged.</p>	Peter to action
7	<p>Questions on reports from committees:</p> <p>Finance, premises, health and safety:</p> <p>Nick presented the minutes and the following questions were asked:</p> <p>Q Where are we with the new bank account?</p> <p>A The account is in place and funds have been transferred. The old account is still open and they will run concurrently for a period of time. Direct debits will go out of the new account from December 1st. Three members of staff now have debit cards for school purchases. This will be in use before Christmas.</p>	

7	<p>Questions on reports from:</p> <p>Pay and Personnel Committee Graham presented a verbal report and the following questions were asked:</p> <p>Q How do we know that the new PM cycle is up and running?</p> <p>A Graham is coming in to do a monitoring visit before Christmas</p> <p><i>Rowena Bass arrived at 7.00pm.</i></p> <p>Governors told Rose how sad they were to hear that she is retiring, as she has made such a significant contribution to the school over many years. Rose expressed her support for governors and the altruistic nature of the work they do, and said that she has been proud to serve as a governor. She agreed to consider the possibility of remaining as an Associate Governor and said that she will speak to staff about taking on the staff governor role.</p> <p>Anti-bullying</p> <p>Lisa Coombs, a teacher in year 5, had submitted a report on anti bullying and Rob had met with her to undertake a monitoring visit. The following points were discussed:</p> <p>Q Is there a budget for anti-bullying?</p> <p>A Not a specific budget because funding for this work is taken from a variety of sources.</p> <p>Q Does the school council get involved in anti-bullying? When and where does the school council meet?</p> <p>The new school council members are currently being trained and developing their expertise as bus stop buddies and in other roles.</p> <p>Q How do you ensure that same children aren't elected onto the council every year</p> <p>A This is closely monitored but children seem to self-select insofar as they tend not to stand again if they have already had a turn.</p> <p>Governors expressed their appreciation to Lisa for what they thought was an excellent report reflecting some excellent work.</p>	
8	<p>Updates:</p> <ul style="list-style-type: none"> • Governor attendance - a report was submitted and noted • PTA - the minutes of the AGM and the last meeting were submitted and noted. Louisa explained about the present room and governors expressed their appreciation for all the work the PTA does. 	
9	<p>New Ofsted Framework</p> <p>Peter presented some information about the new Ofsted framework and the standards were also circulated. Louisa's crib sheet was discussed and governors agreed that this was a useful tool which we can continuously build upon.</p> <p>Peter and Louisa were both thanked for their work.</p>	

10	<p>Review of SIP</p> <p>Peter presented a review of the SIP. There was discussion on maths; IRIS; assertive mentoring; the use of TAs and their training; reading especially guided reading, boys and reluctant readers; and cursive writing.</p> <p>Governors were very pleased to see the SIP brought together and could see clearly how the individual PiPs contributed to the whole.</p>	
11	<p>Succession Planning for governors</p> <p>The governors discussed succession planning and current vacancies.</p> <p>It was agreed to co-opt Rowena Bass.</p> <p>There will be a staff governor election in January</p> <p>Vacancy for co-option – Louisa in contact with SGOSS</p> <p>John – term of office ends in January so there will be an election. John can, of course, stand for re-election.</p> <p>It was agreed that Abby will join F&P and the key stage 1 phase forum. Rowena will join P&P and the key stage 1 phase forum.</p>	
12	<p>Governors CPD Plan</p> <p>Louisa presented her report of governor attendance at training. This was followed by discussion of a draft CPD plan for the year, which was agreed.</p> <p>Q Would it be helpful to have a specific governor take responsibility for specific key documents?</p> <p>A It was agreed that it would be and governors decided to allocate these as they become apparent.</p>	<p>Sue to get paperwork for city and county, declarations and code of conduct, induction materials</p>
13	<p>Well being</p> <p>As part of the governors' contribution to the staff well-being plan, governors agreed to write Christmas cards for specified members of staff, taking cards for around 8 staff members each.</p> <p>Toffee twins were also revisited.</p>	
	<p><i>The meeting closed at 8.15pm</i></p>	