



School: Beeston Rylands
Meeting title: Spring term meeting of the governing body
Date and time: Thursday 14 March 2019 at 5.30pm
Location: At the school

Membership

'A' denotes absence

Mrs R Beech
Mrs L Shepherd
Miss M Gough
Vacancy - co-opted
Mrs S Osborne
A Dr G Williams
A Mr L Walton
Mrs J Lopez (vice-chair)
Vacancy - co-opted
Mr M Jackson
Mr C Jones (chair)
Mr C Aldridge
Vacancy - parent
Mrs J Moss – Executive Headteacher
Mr J Harper

In attendance Mr D R Allen (clerk to the governors)

Mr C Aldridge, new parent governor, was welcomed to the meeting.

GB/01/19 Apologies for absence

Action

Apologies for absence were received from Dr G Williams (work commitment)

It was

resolved

that the governing body consent to this absence.

GB/02/19 Declaration of interest

The chair reminded the meeting that his wife worked at the school.

There were no further declarations of interest, either direct or indirect, for items of business on the agenda.

GB/03/19 Review of membership

The chair informed the meeting of the resignation of Mr Walton, co-opted governor, with immediate effect.

The clerk highlighted the following vacancies on the governing body:

Two co-opted and one parent vacancy.

The Executive Head informed the meeting that due to matters to be discussed

under GB/08/19, there is no great rush to seek replacements.

The meeting agreed to this.

Mr Aldridge agreed to join the JCC and take over the Health and Safety governor link.

Mrs Lopez agreed to become the GDPR link governor.

The clerk brought to the attention of governors the following end of term of office:

Mrs R Beech and Miss M Gough – both co-opted – both 19 April 2019

Following discussion, the governors were unanimous in their decision to re-appoint both governors.

GB/04/19 Approval of minutes of autumn term meeting

The minutes of the autumn term meeting held on 29 November 2018 having been previously circulated were confirmed and signed by the chair.

Approval of NCC Pay Policy

This was formally approved by this meeting.

Review of actions

All actions had been completed.

GB/05/19 Receipt of minutes and approval of policies from committees and working parties

Strategic Development and Pupil Committee held on 5 February 2019

Finance and Personnel Committee held on 29 January 2019

Review of actions

The following policies, reviewed at the committees, were formally approved by this meeting:

Finance Health and Safety Local Asbestos Management Plan SFVS
School Medicine Emergency Plan School Smoke Free CPD
Admission arrangements Home/school Liaison

Also, all relevant GDPR related policies. The school is fully compliant.

GB/06/19 Headteacher's report

The Executive Head highlighted the following points from her report, which had been previously circulated:

- Number on role, where it was noted that numbers are stable, with 25 spaces.
- Numbers of dis-advantaged pupils, where the percentage is falling.
- Details of SEND, in the highest proportion nationally but in the lowest level

of support nationally.

Governors questioned changes in the percentages of SEND children, also if this attracted additional funding.

- Details of LAC.
- Attainment and Progress data – with key messages in each year group.

Governors noted the measures undertaken in each year group to try and improve progress.

- Details of Pupil Premium and Sports Development funding – along with impact.
- Attendance, which is good.
- Behaviour, also good. The meeting noted praise from a visiting LAC support worker.

Governors noted the opportunity afforded by the schools being in collaboration, where a child could temporarily be removed to the feeder Infant school, avoiding the more extreme action of exclusion.

- Visit by the police into school, in order to try and promote a positive image/relationship with the pupils.
- Issues relating to pupil well-being.

The meeting discussed this at some length, with the likelihood of it becoming a priority in the following year's SIP.

- Progress on the SIP priorities.
- Staffing, including staff absences.
- Appraisal, where everything is on schedule.
- Budget matters – See GB/07/19 below.

Equipment Register

The meeting was informed of equipment which had been signed off or replaced due to obsolescence.

The meeting formally approved this.

It was noted that the school currently has a Macbook, not in use.

The meeting agreed that, once it had been checked/cleaned of any information, it could be sold off.

GB/07/19

Approval of

School budget 2019/20

An initial draft of this was tabled, following a visit by Mrs V Lievesley, school

finance officer.

This has an end of year carry forward of £34k.

The final version to go to next meeting of F&P to be ratified.

F&P

Schools Financial Value Standard (SFVS)

This had been agreed at the previous meeting of F&P and was formally approved by this meeting.

EH

Executive Head to send to LA.

Year-end re-forecast

The 2018/19 budget has a predicted surplus of £72k – slightly above the 8% LA limit.

Proposed spends have been identified to rectify this.

Services for schools

The Executive Head tabled a paper giving detail of proposed buy-back, compared to the previous years' totals.

This was formally approved by the meeting.

GB/08/19

Receipt of minutes and approval of policies from JCC

Minutes of the JCC meeting of 15 November had been circulated, with no actions to be taken by this meeting.

At the JCC meeting on 7 March, Mr Jones had circulated papers proposing the two schools federate early in 2020.

Details of these proposals had been circulated to all governors. Questions/comments were invited.

Governors queried the timing of the proposed change.

Governors noted the change from two governing bodies to one. **They questioned** the constitution of the new governing body.

Governors questioned the possible difference in ethos/aims of the two schools.

Governors asked what would need greater alignment in the new format.

They expressed concern that there should be the correct balance of governors from the two schools in the proposed new governing body.

The meeting was generally in favour of the move to federation, whilst realising that there were a lot of questions to be answered.

Mrs Lopez volunteered to put together a questionnaire to be circulated to all governors for their written responses and questions.

JL

The meeting agreed that outside input would be needed – probably from Jane Mansell of governing body services.

The meeting thanked Mr Jones for the work he had done in preparing this item.

GB/09/19 Update on appraisal process for headteacher and staff

Executive Head appraisal had been dealt with at JCC.

The Executive Head had given detail of progress on staff appraisal in her report.

GB/10/19 Work/Life Balance

The chair questioned if the above title was wide-ranging enough. Would “Well-being” be more suitable?

This initiated a lengthy debate – well-being of staff, well-being of pupils?

A number of issues were raised -initiatives that had worked well, future needs, impact of work in relation to time spent on it, etc.

Executive Head and staff team to further discuss what aspects of staff wellbeing or issues it would be useful to be fed back to and considered by governors. **EH+staff**

The meeting agreed that this should be an agenda item for the next meeting. **agenda**

GB/11/19 Information from the Corporate Director for consideration and action

Nottinghamshire Safeguarding Children Partnership

Contents of the report were noted by the meeting. The school is fully compliant. The Executive Head has just attended two training events related to this.

GB/12/19 Communication

From clerk – Governor Newsletter

The clerk highlighted the following articles:

- Safeguarding matters
- DfE – Controlling access to school properties
- Schools Forum – including governor vacancies
- Website compliance – SEND update
- Sports training events

GB/13/19 Report from training co-ordinator including review of governor training requirements for 2019

Mrs Lopez reported back following her attendance at the annual governor conference. Also, that the next one is likely to be on 16 November 2019 with the agenda very much related to the new Ofsted framework

She reminded governors of the Safeguarding training event to take place on 17 July 2019.

The Executive Head reminded governors of the Assessment meeting on 30 April 2019 at 6.15pm.

It had been identified that “Managing Allegations” training is needed for one governor from each school. This can be done on-line

**Chairs+sa
feguardin**

HR training had been identified as a need. Joint governor training event to be held in June 2019.

Both training co-ordinators reminded governors to inform them of any training undertaken.

They reminded governors of the on-line training opportunities.

Risk Management had been identified as a governor training need – Mrs Lopez gave detail of access to a related Manchester City Council paper.

All govs

GB/14/19 Governor monitoring visits

The chair had visited to check Health and Safety procedures.

Successful Governor Visits day.

GB/15/19 Evidence of governing body impact on school improvement and review of how the governing body has held the school's leaders to account

Governor feedback in relation to pupil homework.

Notes taken by the Executive Head following comments/questions raised by governors.

Successful Governor Visits day, with reported positive impact on teaching.

Governor challenges in relation to budgetary matters.

Governor questioning of aspects of the headteacher's report.

Review of policies.

Discussions held in respect of proposed federation. Also, wellbeing of both staff and pupils.

Governor training – both undertaken and planned.

GB/16/19 Confirmation of date for 2019

The governing body

agreed

Summer term - Thursday 11 July 2019 at 5.30pm

GB/17/19 Determination of confidentiality of business

It was

resolved

that the governing body membership list; confidential sections of the headteacher's report and confidential sections of minutes be deemed confidential but that all other papers and reports be made available as required.

The meeting closed at 7.30 pm.

Signed (chair) Date