



Minutes of Full Governing Body Meeting (AGM) Monday, 4th April 2019 at 5pm at BMS



Present – Paul Burton (Chair) (PB), Lorna Button (LB), Hazel Morgan (HM), Anne Jones (AJ), Richard Herborn (RH), Phil Jones (PJ), Greville Brain (GB), Matt Anderson (MA)

In attendance – Lisa Tanner (LT) (Clerk)

N.B. All items discussed at any Governors Meeting are confidential.

All Confidential items under the terms of the Education Regulation will be minuted in Red in the confidential minutes attached.

1	Declaration of Interests: None.	
2	Apologies: None	
3	Confirmation of Minutes The minutes of 10 th December 2018, having been previously circulated were proposed by RH and seconded by HM as being an accurate record of the meeting and were signed and dated by PB.	
4	Matters Arising from the Minutes • New clerk appointed (LT) • Pay policy has been updated and will be circulated. • Pebworth working party – articles in local press and banners in situ. • Enhanced PP spend – PB to discuss with JB (SENCO) and CF on 4 May 2019. • Fresh Start – no more meetings, if any more work to be carried out this will be communicated to the Governing Body as it arises. • 90% of schools are running on a deficit this year and BMS is part of that number. • SEFs and FDP circulated.	LB
5	Headteacher's Report • The report had been previously circulated and is attached to these minutes. • A new school leader has been appointed for PFS, there was healthy competition from a strong field for the post and the successful applicant will start in September. LB thanked RH for his part in the interviewing process. • The new security gates at BMS not fully operational yet, fault being rectified. • New sign-in system at BMS working well. • New site manager in position, today is first official day but has made a good start. • TR will qualify as a teacher over Easter but will remain as a TA for time being unless a teaching post becomes available. • PJ questioned the attendance figures for BMS as they have seemingly improved, LB confirmed that this is indeed the case. • PJ asked about induction process for children starting mid-term. LB explained there is an established induction whereby staff meet with the child and parents, key stage leaders are taking on the role so that this can be done at an improved standard. • PJ queried the exclusion data as it shows improvement from previous years. LB feels that the current cohort is less challenging this year compared to the year before but also the behaviour management system now in place is having positive effects. E-	

	Praise and de-escalation training all being used well. The current standard of behaviour remains high and the culture has improved the environment resulting in less conflict. MA described a situation whereby a child had considered their own actions and suggested a suitable sanction themselves rather than a detention being imposed. • PB questioned whether the reduction in exclusions had led to an increase in detentions. LB said no, in fact detentions are also reduced significantly. A few boys in year 8 are still slightly concerning but there is a PP and SEND overlap in that number to consider too. AJ asked for clarification as to whether in the policy students are automatically excluded for fighting. MA will check. • AJ questioned why the attendance figures have been affected by six new students that have recently joined. LB explained that of the six, four had a poor history of attendance at their previous school, one being a school refuser with SEN. A reduced timetable has been implemented and this child is now attending on a more frequent basis, she feels this may be due to BMS being a smaller school and being in the SENCO's class. • New staff member, mentoring working well. • EPraise system working well, students able to 'cash in' on their behaviour points with rewards such as discos. MA to liaise with staff to ensure that merits are logged consistently on SIMs, equally if there is a 'demerit' situation. • Business manager interviews to take place on the 12th April. So far there are one external and one internal applicant. Staff are aware that a Governor is always present on interview panels now which helps to ensure procedural transparency. • PB thanked Lorna for her report.	MA MA
6 & 7	<u>Update of SEFs and Federation Development Plan</u> • The SEF and FDP have circulated and can now be printed for the Governors pack. FDP to be RAG rated by LB, PJ and AJ on 29/4/19. •	LB, PJ, AJ.
8	<u>Reports from Performance and Resources committees</u> • The Resources committee meets the coming Thursday (4 April). • Minutes of the Performance committee meeting are due to be circulated. Main points arising were that AREs are slightly down and the gap between PP and non PP has increased. However the mock maths SATs for Yr6 are showing promise and reflecting the positive impact of PiXL.	
9	<u>Governor visits and monitoring</u> • HM visited PFS – 'Love of Reading'. • PJ had delivered staff training – Coaching for Learning. He is also part of the Young Leaders programme. • AJ visited a staff member to learn about PiXL. • RH and PB looked at Maths at BMS, report circulated.	

	- Drop in week – w/c 20th May – focus on E Praise, Engagement, PiXL and behaviour. - Governors will be attending the Be You graduation ceremony to celebrate successful completion for some children of this twelve week programme. - Official Grand Opening of new facilities and Summer Fete at BMS on 28/06/19	
10	<u>Governor Training</u> PJ attended a Babcock course about the new Ofsted framework.	
11	<u>Review and agree annual work plans</u> PB continues to monitor. In future all meetings will be confirmed a year in advance.	
12	<u>Succession Planning</u> - RH and AJ happy to continue until end of year. PB has suggested they might be able to source their own replacements. - Parent of child at Sunflowers has expressed interest, meeting with PB and RH to discuss. - PJ suggested encouraging potential new governors to attend non-confidential parts of meetings so they can see what the role entails.	ALL
13	<u>Health & Safety and Safeguarding</u> - One safeguarding complaint escalated to PB. E Safety issue. LB and PB has investigated and contacted parent. No response from parent to date. - Lockdown due to a police incident opposite BMS. Largely successful, only issues were regarding a few texts not received by parents where new numbers had not been given to the school for primary contacts. Lockdown practises planned for both BMS and PFS soon. - Incident where text accidentally sent to all parents instead of the intended one. Lessons have been learned and all efforts made to ensure this does not happen again including extra staff training. Not a GDPR breach. - One staff member injured by child with scissors PFS. Some reportable accidents at PFS and BMS (sporting injuries resulting in fractures to fingers). - H&S audit to be carried out once new caretaker has settled into role. - MA has reviewed First Aid policy and has commenced First Aid meetings to keep procedures fresh.	
15	<u>Policies to be reviewed</u> All up to date or being reviewed.	
16	<u>Any other business</u> A member of the Quilters Guild has been working with MA on a voluntary basis in the textiles department. She has helped with securing three sewing machines on loan and has donated a large quantity of fabric to the school. The children really enjoy her visits and have gained a great deal. PB will write a letter to her expressing our gratitude.	PB
17	<u>Date of next meetings</u> FGB – 15/05/19 at 5pm BMS	

The meeting closed at 6.40pm

Lisa Tanner

Clerk

SUMMARY OF ACTIONS

[illegible]