

Tregoze LGB – Minutes of Meeting

Date: 21st March 2016

Venue: Tregoze Primary School

Attendees:

Simon Cowley – Interim Chair of Governors
 Lisa Osman – Vice Chair of Governors, Pupil Premium, Safeguarding & SEN
 Shaun Preen – Non –Teacher Governor
 Helen Tudor – Principal
 Gráinne Parkhouse – Parent Governor, Literacy & Key Stage One
 Mark Woodward – Vice Chair of Governors, Numeracy & Key Stage Two
 Erika Sylvester – Teacher Governor
 Jackie Morgan – Governor Administrator

Circulation: LBOG

Approved Apologies:

Faiza Arif – Parent Governor , Early Years

Accompanying Documents for Meeting

Principals Report, Safeguard & Values Walk reports, Assembly and Collective Worship Policy, Early Years Policy.

Item	Description	Action
1.0	<p>Welcome, introductions and apologies – 6.00pm – 6.05pm</p> <p>SC welcomed everyone to the meeting and accepted apologies.</p>	
2.0	<p>Declaration of interest in any agenda item – 6.05pm – 6.10pm</p> <p>Nil</p>	
3.0	<p>Minutes of previous meeting – approval – 6.10pm – 6.15pm</p> <p>Minutes from the previous meeting 1st February 2016 were approved and signed off by SC.</p>	

Initial **1** Signed.....

Date

<p>4.0</p>	<p>Matters arising – previous actions – 6.15pm – 6.20pm</p> <ul style="list-style-type: none"> • JM to update key dates on school website • JM to chase up Governors for the Newsletter • Agenda item for next meeting – look at website as staff, governors & parents – SC to send out information before next meeting. • Newsletter to be sent via parent pay from next term. • Get date changed on Governors Flyer so that we can hand out at new parents evening and home visits. 	<p>JM MW/ LO SC HT/JM JM</p>
<p>5.0</p>	<p>Update from Safeguarding & Values Learning Walk – 6.20pm – 6.30pm</p> <ul style="list-style-type: none"> • Year 1 Classroom values display needs to be more prominent to be consistent with the other classes. • Values walk proved that the values ethos is important and show the creativity that staff have used in supporting the values across the school; socially and academically the values are being used consistently and meet the required focus on British values as well as meeting the criteria for the VbE Quality Mark. • Safeguarding walk - overall there was a sense that the children felt safe and were able to talk and answer questions with the Governor’s about staying safe online and in the community. • Points regarding safeguarding: Years 5&6 changing separately this has been discussed as previous practise was unsuitable. HT is looking into curtains in the classrooms. 	<p>HT</p>
<p>6.0</p>	<p>Getting Ready for Ofsted – 6.30pm to 6.40pm</p> <ul style="list-style-type: none"> • It is most likely that a Section 8 inspection will take place this academic year -1 day inspection. If appropriate will change to Section 5 for a second day. This will only take place if the Lead Inspector deems that that the school has the potential to be outstanding or requires improvement. The leadership team currently judge the school as Good. • SC to let governors have some typical questions asked by Ofsted and will talk about this at next LGB. • Governors next learning walk will focus on the impact of pupil premium and sports premium funding. This will give the opportunity for the leadership team to evidence that they are inclusion, closed the gap and spent the funding appropriately. 	<p>SC</p>

<p>7.0</p>	<p>Head Teachers Update - 6.40pm 7.00pm</p> <ul style="list-style-type: none"> • Special thank you to Mrs Adkin and Mrs Collins with regards to the Erasmus+ Visit. • HT explained that GG and GR couldn't work any harder to get the Year 6 pupils to the best level they possibly can. • JM to resend Linda Gregory's SIP Report to governors. This to be an action point for the next LGB • SP asked how the extra time for SATs worked out. Helen explained that we used evidence from TB who was at all meetings with SEN children. 	<p>JM</p>
<p>8.0</p>	<p>WHF Update – 7.00pm – 7.15pm</p> <ul style="list-style-type: none"> • New Finance Director in place. A lot more regular meetings with schools to aid in managing budgets. • WHF Leadership Conference is 6th June in Bristol. All senior leaders will attend. 	
<p>9.0</p>	<p>Policies – 7.15pm – 7.25pm</p> <ul style="list-style-type: none"> • MW asked HT if she thought that all parents felt part of the school community especially families from minority groups. HT felt positive that all parents have equal access to the school and events. She explained that the reception home visits and regular parent meetings gave the school opportunity to promote its vision and values and ensure that everyone felt included and part of the school community. 	

10.0	<ul style="list-style-type: none"> Both Early Years Policy and Policy for Assembly and Collective Worship agreed by governors, so JM to have them added to the website. 	JM
	<p>AOB – 7.25pm – 7.30pm</p> <ul style="list-style-type: none"> MW explained that every six months Intel give out a \$5000.00 grant which is a lengthy process and closes the 1st April. He is to send details to HT 	MW/HT

The date of the next LGB Meeting.

Monday 16th May 2016 - 8.45am - Learning Walk (pupil premium & sports premium)
Monday 23rd May 2016 - 6.00pm – LGB Meeting (Local Governing Body)

Action Item Summary

Current Items at the top, closed items at the bottom and removed in subsequent editions.

Opened	Action & Notes	Owner	Status
29/1/15	HT will update school calendar on Website.	HT/JM	On Going
16/3/15	MH to email out the training information to all Governors so they can all see what training they require and is needed.	JM	On going
16/3/15	Governor’s Newsletter: JM said she would complete this but would need information from all governors. All governors to send JM information regarding themselves to be added to the newsletter. Please email information to jmorgan@tregoze-pri.swindon.sch.uk	JM	Open