

**Minutes of the Governing Body held on
Thursday 1st February 2018 at 6.30pm in The Library**

Present: Sarah Peel (HT)
Jane Ellis (JE) - Chair
Steve Aldous (SEA)
Nicola Hesleden (NH)
Linda Wall (LW)
Patsy Simpson (PS)
Rachel Holme (RH) – Item 4

Clerk: Sharon Aldous (SA)

No	Item	Action
1	<p>Welcome and any apologies for absence and determine whether any absences should be consented to.</p> <p>Apologies were received from JA (holiday), MR (unwell) and SA (wife going out – no childcare) all consented.</p> <p>To identify any confidential items on this agenda to be excluded from public minutes:</p> <p>Urgent business and Item 3,4,6 & 8.</p> <p>To receive declarations of interest, pecuniary or other, for any agenda item.</p> <p>None.</p> <p>Urgent business items previously notified to the Chair (for discussion at the agenda point below).</p> <p>None.</p>	
2	<p>Prayer</p> <p>LW led the prayer.</p>	
3	<p>Minutes of the Governing Body Meeting of 10th January 2018 for approval and signing.</p> <p>The minutes were approved and signed by the chair.</p> <p>Action Log</p> <p>This was updated. SEA updated governors on the recent church meeting for HT and governors held at Kildwick School. A confidential discussion then took place and this is minuted separately.</p> <p>Matters arising from the minutes not covered elsewhere on the agenda.</p> <p>None.</p>	
4	<p>Maths Subject Report</p> <p>A confidential discussion took place and this is minuted separately.</p>	

<p>5</p>	<p>Safeguarding Audit</p> <p><u>Child Protection Policy</u> HT informed governors that at a recent meeting with herself and SAA, they went through and updated the child protection policy, governors confirmed they had read it on the website and were happy to approve formally. Peer on Peer abuse is new. HT thought it had been really useful for SAA as a new governor to do it. No new actions to complete, staff and volunteers to read and sign the policies. Whole staff training on child protection is due (governors can also attend). HT can deliver the training or we could get someone in through Smart Solutions. NH informed governors that she was also undertaking training next month.</p> <p>There are E-learning courses now due for all governors to complete – clerk to send link, governors to complete and print certificate to give to clerk.</p> <p>Q Could we look at courses and look to see what governors should be doing as a good governing board? A The list is long so HT offered to look through it with a target of all governors completing the one statutory course and one other.</p>	<p>HT</p> <p>Clerk</p> <p>HT</p>
<p>6</p>	<p>Budget</p> <p>A confidential discussion took place and this is minuted separately.</p>	
<p>7</p>	<p>School Improvement Plan</p> <p>The new SIP was handed out. Governors and HT should be looking at the priorities and outcomes and then HT would start to do a narrative as part of the HT report. Governors need to know what the impacts are and when subject leaders present, it will make governors more knowledgeable.</p> <p>Q Do we encourage children to enter competitions (e.g. radio 2 - 500 word story)? A Yes, NH confirmed that we encourage them to take part.</p> <p>HT encourages subject leaders to monitor other classes. Monitoring also goes on the shared one drive for everybody to see. It had been found that “No Nonsense” spelling was being used in KS1 but not in KS2. This has been actioned and further monitoring shows spelling journals in use in KS2.</p> <p>Q Under leadership, why have we got behaviour as a priority? A HT said that it was in response to the parent survey in the summer.</p> <p>Q Can the SIP go on the website? A Yes. HT to make minor adjustments/corrections first.</p> <p>PS said how impressed she was with the children’s behaviour on the recent London trip.</p>	<p>HT</p>
<p>8</p>	<p>Headteachers Report</p> <p>A confidential discussion took place and this is minuted separately.</p>	
<p>9</p>	<p>Health & Safety</p> <p>Clerk advised that she had met with Dale Barton, LA Health and Safety adviser, the day before to do a fire risk assessment. They had walked around the school to visually monitor each room. There were 7 actions to rectify, 5 of which had already been carried out. The other 2 required contractors to narrow the gap on 2 fire doors and board a couple of holes up in ceilings. Clerk to arrange.</p> <p>HT had received an email from the buildings inspector proposing that a length of the fence be replaced bordering Neville House (canal to bungalow). He had enclosed a map</p>	<p>Clerk</p>

	which indicated that we were responsible for the cost of a section of it (circa. £600). HT asked if it would be replaced like for like or a 1.5 m high vertical panelled. HT to email governors with outcome. PS offered to take the bungalow file home to see if she could see who was responsible for which boundary lines.	
10	Any other urgent matters previously notified to the chair (if identified at item 1 above) School leaders conference – 16 March – is anybody interested – LW & HT. ASP – give JE access. SFVS – give to SEA then approve at next GB meeting.	Clerk
11	Meeting closed at 20.45. Next Meeting Wednesday 15th March 2018.	

Signed as a true record Date