

Our Mission

“As a Christian school, we value each child as special and unique in the sight of God and, through the love, challenge and opportunities we offer, enable them to develop as confident, caring and successful young people within our ‘safe haven’.

Shalfleet Church of England Primary School
FULL GOVERNING BODY MEETING

Membership: Lisa Nicolson (Acting Headteacher), David Bevington, Carla Bradshaw, Charles Bralee, Louise Collins, Debs Downer, Debbie Lutas, Nikki Morris, Claire Nerval, Sarah Peach, Pamela Rose, Fiona Thorpe.

Minutes for the meeting on Tuesday, 7th July 2009 at 1800 at the school

Present: David Bevington, Carla Bradshaw, Charles Bralee, Debs Downer, Debbie Lutas, Nikki Morris, Claire Nerval, Lisa Nicolson, Sarah Peach, Pam Rose, Fiona Thorpe
Absent: Louise Collins

In attendance: Jane Lewis (Clerk)

Opening Prayer

3.18 Welcome and Apologies

Apologies were received and accepted from Louise Collins.

3.19 Establish Order of Business Item 3.23 Head’s Report and SIP to follow Item 3.19.

Debs Downer joined the meeting at 6.12 pm.

(3.23) Head’s Report and School Improvement Partner Report (Attached)

Additional Comments

Sue Shynn currently off sick, but would be returning shortly.

Amended numbers for September – Reception 17, Cirrus 22

Budget – grant from West Wight Landscape Partnership for project based on the seashore

SIP Report

Janet White, School Improvement Partner, was very positive, and stated that the school was at the top of the “good” range. To achieve “outstanding”, the school needed to show consistency in all areas.

The school is also due to be re-categorised by the LA in the near future.

The Chair congratulated the Head and staff on a very positive Report, stressing the phrase under Leadership & Management “The Acting Headteacher is relentless in her pursuit of excellence for all”.

The Headteacher left the meeting at 6.35 pm

3.20 Declare Pecuniary/ Personal Interests None for this meeting.

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**3.21 Minutes of the last meetings 19th May + Confidential Minutes
22nd June and 29th June 2009**

Certified as a true record and signed

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F Thorpe

Chairman of Governors

The Minutes of the above meetings were agreed as true copies. They were proposed by Carla Bradshaw, seconded by Nikki Morris and signed by the Chairman.

**3.22 Matters arising from the last meetings 19th May + Confidential Minutes
22nd June and 29th June 2009**

19th May Item 3.11 Election of Chair It was agreed that Carla Bradshaw begin her Term of Office as Chair on 1.9.09. Fiona Thorpe to step down as Chair on 31.8.09. All other actions completed or covered by items later in Agenda.

3.24 School Reorganisation

Federation Working Party Minutes 14/5, 20/5, 2/6, 9/6, 11/6, 16/6, 19/6, 23/6, attached
The Statutory Notices for Shalfleet and Yarmouth Primary Schools would not be published on 10th July as previously notified, as a further 6 week consultation period is required by the Local Authority. At a meeting with Yarmouth Chair and Vice Chair of Governors, David Pugh and Keith Simmonds, on Monday 6th July, it was agreed to commence the period of consultation for both LA and school before the end of term, enabling this stage of the process to have been completed before a Cabinet meeting on 15th September at which it is expected that reorganisation measures will be sanctioned (currently it remains a proposal). The issue of Statutory Notices for Shalfleet and Yarmouth will follow which will bring them into line with other schools on the Island. The planned implementation, from September 2010 will be unaffected.

A letter will be sent to parents on Thursday 9th, from David Pugh and on behalf of the LA, explaining that the schools will not be included in the Statutory Notices on 10th July due to legal technicalities. A further letter from the Chairs of both school Governing Bodies, will be sent with the draft Proposal to Federate, draft Instrument of Government, and details of the public consultation. It is hoped to hold a public meeting, jointly with the LA and Shalfleet and Yarmouth communities at Shalfleet Primary School on Monday 8th September at 6.30pm. Responses to the Consultation to be sent to the Chairs of Governors or Headteachers.

Proposal to Federate - The item on Leadership of the schools was agreed by the LA at the meeting on 6th July.

It was proposed to write a formal letter of complaint from Yarmouth and Shalfleet Governing Bodies on misleading information/advice given by Keith Simmonds on behalf of the LA.

Proposed by Nikki Morris, seconded by Debs Downer and agreed unanimously by all Governors present.

Action Chair/Vice Chair

It was agreed that the draft Federation documents and letters from David Pugh & Chairs of Governors be placed on the school website.

Action Nikki Morris

3.25 Committee Reports

Finance, Staffing & Premises 5.6.09 attached

May and June Finance sheets attached

Premises Tour 5.6.09 attached

Certified as a true record and signed

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F Thorpe

Chairman of Governors

Standards & Achievements / Quality of Provision 19.6.09 draft Minutes attached –
to be updated.

Community & Partnerships 17.6.09 attached

The Chair thanked Nikki Morris and Debs Downer for their work on the website.

Leadership & Management 25.6.09 attached

As some items covered by this Committee are duplicated by other Committees, the Terms of Reference may be revised next year and it may be possible to hold a meeting between the Headteacher, Chair and Vice-Chair, prior to the Full Governors' Meeting.

School Travel Plan Working Party 14.5.09 attached

Healthy School Action Group/ Eco-School Minutes to follow

This Committee may be renamed next year as Healthy Living.

Health & Safety No incidents

3.26 Policies & Statutory Document to ratify None

3.27 Governor Development

Courses attended

Safe Recruitment Training – Carla Bradshaw and Nikki Morris
(likely to be mandatory by January 2010) see attachment.

Governor Training – Charles Bralee

Raising Standards – Carla Bradshaw

Details of Autumn Courses distributed.

Performance Management – Charles Bralee, David Bevington, Louise Collins?

Gifted & Talented – Debs Downer

Action – Clerk to book

Fiona Thorpe attended the Island Governors Meeting on 6.7.09

Development Governor Meeting 1st July report to follow

Dairies / Handbook Governors agreed that the diary or files for all governors was an unnecessary expense.

3.28 Items for Information Only

Vetting & Barring Scheme CRB forms had been distributed, to be given back to school office. New scheme due to be in place by October 2010, further information with the Clerk.

Ofsted Framework for September 2009 Available from Clerk, but to be replaced following Ofsted national dissemination conferences taking place in June 2009.

Nation Governors Association Details of books available from the Clerk (Welcome, Clerk's Handbook, Chair's Handbook, etc.)

Foundation/Trust status Information available from Clerk.

3.29 Any Other Business

Parent Election to take place early next term for 2 vacancies. Letter already sent out by Chair.

Action - Clerk

Letters to Governors during the summer to consider Committees, Responsibilities for next term, also nominations for Vice-Chair.

Action - Clerk

Fiona Thorpe will be resigning as Chair on 31.8.09. The in-coming Chair invited Fiona to remain as an Associate Member of the Governing Body for one year, in order to work on the School Travel Plan.

Fiona thanked the Governors for the leaving party last Friday.

Certified as a true record and signed

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F Thorpe

Chairman of Governors

3.30 Items to be recorded as Confidential See separate sheet

3.31 Date of next meetings **Full Governors' Meeting**
Thursday, 10th September 2009 at 6.00 pm
Discuss Committees, Responsibilities and Training
Wednesday 14th October 2009 6.00 pm

Finance, Staffing & Premises
Standards & Achievements/Quality of Provision
Community & Partnerships
HSAG
Leadership & Management
STWP

The meeting closed at 2000.

Certified as a true record and signed

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F Thorpe

Chairman of Governors