

**MARWOOD  
SCHOOL**

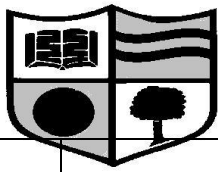
## Full Governing Body Meeting

Date	Wednesday 22 November 2017			Time			7.00 pm
Potential Attendees	Initials	Position	End of Term of Office	Finance Comm	T&L Comm	Present (P) Apologies (Ap) Absent (A)	
Mr Alun Dobson	HT	Headteacher	N/A	Yes	Yes	P	
Mrs Laura Hume	LH	Staff Governor	12.10.20	No	Yes	Ap	
Mrs Liz Quick	LQ	Co-opted Governor (Chair of Govs)	17.03.19	Yes	Yes	P	
Mr Stephen Roberts	SR	Co-opted Governor (Finance Chair)	11.05.19	Yes	No	P	
Mr Tom Barfield	TB	Parent Governor (Vice Chair of Govs)	11.09.20	No	Yes	P	
Mrs Mary Szymankiewicz	MS	Parent Governor (Chair of T&L)	14.03.20	No	Yes	P	
Mr Laurence Young	LY	Co-opted Governor	23.01.21	Yes	No	P	
Mrs Emma Cotterill	EC	Parent Governor	13.03.21	Yes	No	Ap	
Mrs Gen Hickson	GH	Co-opted Governor	13.03.21	No	Yes	P	
Mr Roger Parry	RP	LEA Governor	04.07.21	Yes	No	P	
Vacancy	-	Parent Governor	-	No	Yes	-	

## MINUTES

2.1 17/18	7.00	<b>Apologies</b>	Laura Hume and Emma Cotterill
2.2 17/18	7.01	<b>Conflicts of Interest</b>	None
2.3 17/18	7.02	<b>Minutes of last meeting and Matters Arising not on the Agenda - paper</b>	The minutes were read and signed as correct.
<b>General</b>			
2.4 17/18	7.05	<b>Report of the Head Teacher - paper</b>	<p>The focus of the Schools progress was discussed.</p> <p><b>Behaviour</b> There is one child who has now a daily report due to their behaviour. <b>Are the parents engaged of this child?</b> Yes and are very positive towards the procedure.</p> <p><b>Attendance</b> Attendance is 97.85%</p> <p><b>Quality of Teaching and Learning</b> There will be a workshop for parents on reading to help develop readers. Teachers will be challenging parents to join this event. <b>Will the parents be encouraged to read with their children every night?</b> No but just get them to engage with the books their children are reading.</p> <p><b>Would it be a good idea to get volunteers into school to help with reading?</b> Yes but maybe it will be the usual volunteers.</p> <p><b>Early Years</b> One child in Early years has left and the school will have 103 children by Christmas. There have been enquires for KS2 places but the school is full in KS2 TB arrived at this time.</p> <p><b>When the school has places that do not meet the criteria can we refuse children?</b></p>

			<p>Yes but only if the school is over the PAN of 17 and that differs if in the catchment area.</p> <p><b>How does this affect funding?</b> It does not affect April's funding as census for the numbers was in October. For any extra children there is no money until April 2019.</p> <p><b>Finances</b> There will be an approx. increase on last year finances by about £10,000.</p> <p><b>Staffing</b> There is a vacancy currently - interviews on Monday 4 December and LY will join AD for the interviews. There are 4 candidates at the moment.</p> <p><b>Premises</b> How much is the risk of NPS dealing with the building work of S106 money project? Hopefully not.</p> <p><b>What does NPS mean?</b> Norfolk Premises Service.</p> <p><b>Meeting on 29 November to consider Academy Trust status.</b> AD will not be available for the planned meeting so it has been rescheduled to Wednesday 10 January at 7pm</p> <p><b>Teacher Performance Targets</b> Have been emailed to the Chair, Vice Chair and Chair of Finance</p> <p><b>Staff Absence Data</b> From previous meeting will be brought to the January Meeting</p>	<p>AD / LY</p> <p>ALL</p> <p>AD</p>
2.5 17/18	7.25	<b>Feedback from Parent Survey - paper</b>	<p>It was thought that the response rate from parents was very high and with really positive comments. The results will be summarised for the parents. The Governors would like to thank LQ for her hard work and credit to the staff who have made this happen by their diligence and hard work for the school.</p> <p>Summary to be put in newsletter in the new year</p>	AD
2.6 17/18	7.35	<b>Head Performance Review</b>	<p>Date confirmed as Monday 11 December at 9am.</p> <p>SR and LQ will be doing the review</p>	SR LQ
2.7 17/18	7.37	<b>Strategic Planning</b>	SR will go through the plan and bring to the next Full Governors meeting.	SR
2.8 17/18	7.50	<b>School Visits</b>	<p>LY has showed a Fullabrook CIC representative the space dome educational workshop that they financially supported and they were impressed with the event.</p> <p>This visit benefited all children at the school and discussed the latest technology in space.</p> <p>LQ asked for all Governors to contact LH to arrange a school visit.</p>	ALL
<b>Resources</b>				
2.9 17/18	7.55	<b>Finance - paper</b>	<p>Date of next meeting Tuesday 9<sup>th</sup> January at 1pm</p> <p><b>Electricity</b> Laser Energy are confident that the bill for the current meter will be in school by the end of the term. There is money put aside for this bill. British Gas have stated that they owe the school a credit note but are waiting for the other Devon schools to pay their bills first.</p> <p><b>Have we paid any money at all?</b> Only estimated bills which have been very small.</p> <p><b>Funding</b> There will still be delegation money to pay but the only area which has been changed is the High Funding for SEN children. There is less money to be given to school in this area.</p> <p><b>Sports</b> From the questionnaire it was felt by some parents the need for more diverse sports in the school. The clubs in school and the options were discussed. LY will contact Tarka tennis to see what they have to offer.</p> <p><b>What does the school receive?</b> £17,000</p>	LY



## Full Governing Body Meeting

		<b>MARWOOD SCHOOL</b>	<p><b>What about netball?</b>          Yes as have the posts and balls, just need someone to run the club.          The school also could run netball, badminton or short tennis as the school has the equipment.          TB will approach Michael Leverton about Karate.          Vicky has also expressed an interest to run a running club.          The football club needs another person to help run the club.          ICT will be discussed in the next financial year when there will be more Capital Funding.</p>	<b>TB</b>
			<b>Teaching and Learning</b>	
2.10 17/18	8.10	<b>Teaching and Learning - paper</b>	<p>Date of next meeting Tuesday 6<sup>th</sup> March 2018 at 7pm</p> <p><b>Progress</b>          The next part of the paper has been published and will be circulated to Governors. This is instead of Data Dashboard.          The report remarks that there is a high KS1 phonics results in the school.</p> <p><b>Have we triggered a coasting status?</b>          No as higher than the average for schools and above floor standard.          If Ofsted come to change our grade the results are good and above the standard.          If any Governor is going into class then what to consider is in the minutes of the Teaching and Learning Meeting.</p>	<b>AD</b>
			<b>General Governance</b>	
2.11 17/18	8.25	<b>Coast and Countryside Schools Partnership (CCSP)</b>	<p>The visits to schools by the partnership have not been happening due to illness but have been rescheduled.          Tuesday 5 December is the next meeting of the partnership is at West Down.</p>	
2.12 17/18	8.28	<b>Braunton Learning Community (BLC)</b>	<p>There are still opportunities for teachers from the BLC schools to get together as Maths and English teachers.</p>	
2.13 17/18	8.30	<b>Community Hall</b>	<p>There is no date as yet to fix the Solar Panels.          Ceilidh in February          Margaret Greenslade Concert in March          Bingo in March.</p>	
2.14 17/18	8.35	<b>Governor Training</b>	<p>Skills Audit to be returned to LQ asap.          LQ to forward the GEL link to Governors.</p>	<b>ALL LQ</b>
2.15 17/18	8.40	<b>Multi-Academy Trusts (MATs)</b>	<p>See above for change of date.</p>	
2.16 17/18	8.42	<b>Policy review at Meeting</b>	<p><b>Finance</b>          This policy will be brought to the next meeting for adoption.</p> <p><b>Supporting Children with medical needs</b>          The guidelines will need to be made into a policy and brought to the next meeting.</p> <p><b>Staff Capability (DCC Policy)</b>          Accepted by the Governors.</p> <p><b>Attendance</b>          Accepted by the Governors.</p> <p><b>Teachers Standards</b>          Accepted by the Governors</p> <p><b>Complaints</b>          Accepted by the Governors</p> <p><b>Religious Education</b>          This will be carried forward to the next meeting</p> <p><b>Behaviour and Bullying</b></p>	<b>SR GH  MS</b>

			TB will amend the policy as per the changes and this will be shared with the School Council and will be brought to the next meeting	<b>TB</b>
2.17 17/18	<b>8.55</b>	<b>Policies for Review at Next Meeting</b>	Security Policy and Risk Assessment – RP/AD Submits SVFS Return – Finance Committee SEND Policy - TB SEND Report – CL (Senco) Feedback and Marking Policy - LH E-safety Policy - AD Safeguarding Audit/ Policy – AD	<b>RP/A D TB CL LH AD AD</b>
2.18 17/18	<b>9.00</b>	<b>Ofsted Questions</b>	These have been updated at the T & L meeting and will be circulated before the next T & L meeting.	
2.19 17/18	<b>9.05</b>	<b>Website</b>	Ian Sherman will be contacted re updating the website. LQ will report back at the next meeting.	<b>LQ</b>
2.20 17/18	<b>9.10</b>	<b>Any Other Business</b>	Single Central Record (SCR) template has been updated and the process is underway to update the information held. LQ will check the new template has been used and if it is up to date before the next meeting. Guidelines for the new clubs re attendance or non attendance when the new clubs are launched. LH will be asked to write a procedure for non staff people.	<b>LQ LH</b>
2.21 17/18	<b>9.12</b>	<b>Final Question</b>	<b>What Strategic Discussions/Decisions from tonight's meeting has a direct impact on the children / improve the Teaching and Learning of Marwood school?</b> Discussion on which sports to run in the school will enhance the children's learning and welfare. Impact of the parent's questionnaire.	
2.22 17/18	<b>9.15</b>	<b>Date of Next Meeting</b>	Wednesday 24 January 2018 at 7.00pm  The Meeting ended at 9 05pm	