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**Minutes of the meeting of the Full Governing Body held on  
Thursday 23<sup>rd</sup> April 2015 at 4.15 pm at the school**

**Present:**

Ruth Leach (**RL**) (Headteacher)  
Jane Robinson (**JR**) (LA) (Vice Chair)  
Kevin Moyes (**KM**) (Parent) Chair  
Mark Smith (**MS**) (Parent)  
Caroline Darling (**CD**) (Parent)  
Helen Gray (**HG**) Co-opted  
Richard Webber (**RW**) LA (arr.5.20p.m)

**Apologies:**

Rachel Darby (Co-opted)  
Karen Green (Staff)

**In Attendance:**

Kathy Dunmore (Clerk)  
Linda Shatford (**LS**) (Associate Member)

The meeting was quorate.

Item	Details	Action
	<b><i>Governors' Challenge shown in Italics.</i></b>	
1.	<b>Opening Prayer</b> KM welcomed everyone and JR opened the meeting with a prayer.	
2.	<b>Apologies for absence</b> Apologies were received and accepted from Rachel Darby and Karen Green.	
3.	<b>Declarations of Interest</b> None for this meeting.	
4.	<b>Urgent Additional Items</b> - none	
5.	<b>Approval of the minutes of the meeting on 20<sup>th</sup> January 2015</b> – these were agreed and signed as an accurate record of the meeting and passed to the Head for filing.	
6.	<b>Matters arising – Foundation Governor Vacancy</b> – this has been followed up with the Diocese and the OneStopShop but at the moment no names have been put forward.  <b>Reconstitution update</b> – The new Instrument came into operation on 1 <sup>st</sup> April 2015 a copy is on GovernorHub and Governor details have	

	<p>been updated with their new positions and change of terms of office if relevant.</p> <p><b>Letter to parents – KM</b> sent a letter to parents about the Ofsted Inspection.</p>	
7.	<p><b>HT Report –</b> the report is on GovernorHub and the updates were as follows:-</p> <ul style="list-style-type: none"> <li>• Eight children have accepted places from September 2015 and they had put St Blaise as their first choice. This shows the importance of Red Dragon.</li> <li>• There will be a meeting for parents of new children and governors are welcome to attend this. Information to be advised.</li> </ul> <p>Q. <i>Will you be able to cope with these numbers when the children move up?</i></p> <p>A. <i>Next year will not be a problem but the following year we may have to look again at the situation.</i></p> <ul style="list-style-type: none"> <li>• Pupil groups have changed with more Pupil Premium and SEN children.</li> <li>• Website – there is new information on what the requirements are for the website. The clerk will advise when further information is available.</li> <li>• Policies are to be uploaded to the website.</li> <li>• There has been a poor uptake in clubs, particularly sports. Governors wondered if the Pupil Parliament could look at this.</li> <li>• There has been a lack of sports competitions this is due to the organisation of them within the Partnership.</li> <li>• The children suggest the clubs they would like but the parents don't sign up for them, the school has even looked at reducing the cost. May be an item for the next questionnaire from governors.</li> <li>• Concerns over the content of lunch boxes.</li> </ul> <p>Governors discussed this issue and suggested awarding house points for healthy lunch boxes. Information to go in the newsletter and also healthy lunch box leaflets to be sent out.</p> <p><b>School Vision Map –</b> the updated version had been circulated and is on GovernorHub. The Governors' section is still to be updated and circulated to governors.</p>	<p><b>All Govs.</b> <b>RL</b></p> <p><b>Clerk</b> <b>RL</b></p> <p><b>RL</b></p> <p><b>KM</b></p>
8.	<p><b>Committee reports – Finance – 19<sup>th</sup> March 2015</b></p> <p>The minutes are on GovernorHub and the main items of discussion were the cover for Ruth's absence. Interviews had been held and Karen Green appointed as Acting Head. Jean Creagh from OCC HR had confirmed that the governors' suggestions were suitable. It was pleasing to have more than one person interested, it was good CPD</p>	

	<p>for the staff and governors gave good feedback to the unsuccessful candidate.</p> <p>The budget was the other discussion item and the committee had looked at it in detail. It had been circulated to governors prior to this meeting.</p> <p>Governors discussed the numbers and the increase in SEN and PP children and how this affects the budget.</p> <p><b>The Governors approved the budget.</b></p> <p><b>Learning and Teaching – 14<sup>th</sup> April 2015</b></p> <p>The minutes are on GovernorHub. Data had been looked at in detail and governors were pleased to know how well we know every child's needs.</p> <p>5.20p.m Richard Webber arrived and introductions were made as this was Richard's first meeting as the LA governor.</p> <p>A presentation had been given on the new data system for Assessment without Levels. Things are being tried out but at the moment we are not committing to a particular system as so many things are unknown.</p> <p><b>Premises – 16<sup>th</sup> April 2015</b></p> <p>The minutes are on GovernorHub. The committee had suggested forming a separate committee for Community Engagement as it was felt that that this item was taking up a lot of time in the Premises Committee. Governors expressed concerns about having another committee as the Governing Body is small. The clerk advised that if a committee was formed then they would need terms of reference and it may be better to have a Working Party to discuss Community matters as these are particularly around the new housing developments. It was agreed that a Working Party would be set up, a member from Red Dragon would be invited and <b>CD</b> would discuss this with Red Dragon. <b>CD, MS and HG</b> were interested in being members and <b>MS</b> would arrange a convenient date, this would be emailed to all governors and any governor was welcome to attend.</p> <p>The plan for the new housing development was explained to governors.</p> <p><i>Q. How will this affect the school?</i></p> <p><i>A. The plan for the school is for a one form entry expanding to a two form entry. The Pre-School is also important in discussions.</i></p>	<p><b>CD/MS</b> <b>HG</b></p>
<p>9.</p>	<p><b>Review of Mission Statement, Aims and Strap Line</b></p> <p>It was felt that it is a good time to review these and include all stakeholders in the discussions; it is three years since they were last reviewed. We need to decide if we want a strap line and if we want to change what we have. Also to look at the Aims and Mission Statement. On checking other websites they only have two out of the</p>	

	<p>three.</p> <p>It was felt that the Mission Statement is too long.</p> <p>It was agreed that there would be an open meeting prior to the next FGB meeting when all stakeholders would be invited. <b>KM</b> will look at a suggested procedure for review and circulate to governors.</p>	<b>KM</b>
10.	<p><b>Succession Planning &amp; Self Evaluation</b></p> <p>Succession planning has been discussed at committee level but it is a challenge with a small governing body. It will be kept under review and by the September FGB meeting there will be an indication of what positions governors might be interested in being involved in for the future.</p> <p>A new edition of the Twenty Questions governors should be asking had been circulated and is on GovernorHub. Governors are asked to read and reflect on the answers and also to look at the questions on Health Check which is on GovernorHub. This is a self evaluation exercise and will be discussed by the whole governing body at the next meeting.</p>	<b>All Govs. Clerk</b>
11.	<p><b>Monitoring visits and training</b></p> <p>All the reports from monitoring visits were listed on the agenda and are on GovernorHub. Governors were asked to complete a report on any visit to the school not just a monitoring visit.</p> <p>Training – <b>HG and CD</b> had attended Induction training. The clerk would send details of courses to <b>RW</b>.</p>	<b>Clerk</b>
12.	<p><b>Policy update</b></p> <p><b>SEND Policy</b> – this had been reviewed in Committee and was approved.</p> <p><b>Recruitment &amp; Selection</b> needs to be updated.</p> <p><b>Governor Induction policy</b> needs updating.</p>	<b>KM</b>
13.	<b>Academy update</b> – no further information.	
14.	<p><b>Date of next meeting – 7<sup>th</sup> July 2015 at 4.30p.m</b></p> <p>There being no further business the meeting closed at 6p.m</p>	