

## **Bridgemere CE Primary School Governing Body Meeting Minutes**

**Tuesday 4<sup>th</sup> February 2020 @ 6.15pm**

### **PART ONE**

#### **Welcome and Opening Prayer**

LF led the governing board in the Bridgemere Prayer

#### **Present**

E Ford(LF), C Middleton, B Dolman, S Foyle, D Slater, J Forshaw, R Lowe, Emma Fradley (EF), S Knott, J Morgan.

#### **Apologies**

All present

#### **Declaration of Interests**

Governors confirmed that declarations were signed on 3<sup>rd</sup> October 2019

#### **Declaration of AOB**

Learning Walks

#### **Approval of minutes from previous meeting**

Minutes were approved and signed by the Chair.

#### **Matters arising from the minutes**

The siting of the defibrillator is still on going.

#### **Head of School Report**

The report had been uploaded onto the Governor Hub prior to the meeting to allow governors time to read and raise questions.

The HOS thanked FOB for the amount of money they have raised for the school as this is very much appreciated.

Read, Write, Inc update was shared with the governors, following 3 development days the feedback from the literacy specialist was that all the staff have grown in confidence and progress is good. Governors are welcome to come and see these lessons.

Q. Do staff like this scheme?

A. Yes, very positive feedback from staff and also parents.

The implementation of the Read to write units are also proving extremely positive.

Singapore Maths delivered in mixed year groups is tricky and the teachers are supported. Also, the school is working with the Maths Hub as part of a research project which includes 19 schools. The strategy applied in KS2 is working, so now, starting with a strategy for KS1.

Times Table Rockstars has been re-installed with a competition to engage children. This is a fun way to learn and prepare children for the statutory Times Table assessment this year.

Marketing - The Stay and Play sessions have been very successful, and encourage new families into the school. The EHT discussed the need to ensure all cohorts are full and has set up a group of staff to look at nursery provision for 2year olds. Going forward this could become 0-4 years

52 weeks of the year provision as this has been successful in increasing numbers for other schools. EHT will report back at a later date when she has all the costings and information.

Website – The website is ready to go live and the HOS will contact Then Media to arrange a date to change over.

Q. Could anything be done with the carpark to help with first impressions for prospective families.

A. Yes HOS will speak to the Caretaker

School Improvement Document had been updated and the change of website will be updated next time. The HOS had included the national averages for data for comparisons to be made. Cognitive Assessment Tests (CAT Testing) will be looked at this year to highlight how children approach questions. Any queries from progress meeting will be actioned and support put in place.

Safeguarding – The child protection online monitoring system (CPOMS) is now in place. Issues regarding the LA were discussed and the EHT had also discussed this matter with other headteachers at the eCaph meeting re the LA's standard of communication, of which they had apologised for.

Q. Could the governors write to the LA to express their concerns?

A. Yes, it is possible to write to the Chief Executive at Cheshire East Council.

Health and Safety governor visit – R Lewis carried out a visit in November. Actions from the visit were for work to be carried out on the emergency lighting and 3 quotes have been obtained. Quotes are being obtained for the fire bell and the Lock down process is being implemented. The HOS school also explained a fire drill had been carried out successfully. R Lewis commented that the Caretaker is doing an excellent job.

### **Budget Update**

The EHT explained that the budget is set Apr to March or Sept to August, and what would the governors prefer. Also, discussed was to factor in a top slice or EHT time only.

Q. Do governors want to cost up both scenarios?

A. Yes, budget both and this can be discussed at the next meeting or as a Extraordinary General Meeting.

### **Membership**

As a LA School the governing body has regulations and as the school has not yet converted there need to be a total of 12 on the board of governors

5 members – HOS, Staff, Parents & LA

7 foundation governors

The EHT had taken advice and the board can run with vacancies. As there are already 3 foundation governors and 2 more completing the paperwork, it would mean there are 2 vacancies. There are

already 4 members but there is a need for 1 LA governor. The EHT will contact the LA. The board is quorate.

### **Policies to be reviewed**

The EHT explained that the only policies that needed to be approved by governors are statutory policies or new policies. The EHT will produce a list of all the non-statutory policies so that the governors know all the policies that are in place. A schedule will be put into place so all statutory policies to be reviewed will be done over a 2year programme with some in the Autumn, Spring and Summer terms.

Policies reviewed included

Adverse Weather

SEND

Behaviour

Child Protection / Safeguarding

Attendance

Admissions which had already been reviewed as a Chair's actions

All policies were approved following clerical errors being corrected. Also, the gritting plan was not attached to the Adverse Weather policy.

ACTION: HOS to amend Adverse weather policy to include gritting plan and change Caretaker from her to their. To change parents to parents / carers. In the behaviour policy to change so that parents are no longer emailed but communication is made in the communication books.

### **Residential Approval for Y3/4, Y2, Y1**

The school needs consent from governors to take children off site.

Y5/6 to attend Whitemoor Lakes and this has already approved by governors.

Y3/4 to attend Frank Chapman Centre with Y3 in the main building and Y4 in the camping pods.

While there Y3 will start the John Moore Award and Y4 will complete the John Moore Award, a qualification in the protection of the environment, including recycling. Y3 will complete the award next year when they are Y4's

Y2 to attend Ford Hall Organic Farm.

Y1 to attend Delamere again this year.

The governors approved the Residentials

### **Vision**

For the Siams inspection the HOS has attended training and there is a need to have a very clear vision where children can live their vision. This should be a joint exercise with pupils, staff, parents and governors. Questionnaires have gone to pupils, staff and parents with 3 questions and are now being returned. The HOS would like to include scripture from the Bible in this vision and J Morgan offered to meet with the HOS to support this process. To report back next meeting.

### **Waste Collection contract**

The current contract is due for renewal May 2020. This contract has been terminated in preparation of a change.

3 quotes have been received from Suez (current supplier), ANSA and Ash

All 3 quotes were discussed and a decision was made to use ANSA based on price and reliability.

R Lewis knows a contact at Browns Waste and will enquire on prices.

The Governors approved the contract with ANSA unless R Lewis can achieve a better quote at Browns.

### **Matters to be raised at the Board of Directors**

No matters arising

### **AOB**

Learning Walks

The Chair asked the Governors if anyone could make time to complete a learning walk, as this is a really good way to see the school.

Parent Council

HOS confirmed that the parent council meeting had taken place and was very positive. Chair asked for a representative to attend the next meeting. S Foyle will attend the next meeting.

D Slater left the meeting at this point.