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School name:		St Bridget's C of E Primary School	Meeting of:	Full Governors		
Date/time:		Tuesday 16 th May 2017 6.30pm	Present:	Dr S Darby (SD) Dr A Owen (AO) Rev J Bleazard (JB) Mrs J Connah (JC) Mrs K Nickson (KN) Mr N Le Feuvre (NLF) Mrs C King (CK) Mrs I Longmore (IL) Mr K Chappell (KC)		
Apologies:		Mrs A Waring (AW) Mrs S Lea (SL) Mr A Eckford (AE) Mrs S McHattie (SMcH) Mr F Price (FP)	Others in attendance:	Miss S Marriott (Clerk) Mrs E Johnson (EJ) Mr R Neal (RN)		
Agen	da Item				Action	
1.0	SD ope Prayer SD adv comme • • SD ver	Welcome and opening Prayers JB SD opened meeting at 6.30pm Prayers lead by JB SD advised that we have our two new Parent Governors who are due to commence from our next Full Governors meeting on 4 th July 2017 • Victoria Cassidy – mentor KC • Kevin Crawford - mentor AO SD verified that AMcD had decided not to stand again, she thanked AMcD on behalf of all the governors for the work she has done for us				
2.0		s above				
3.0		Declaration of Business or Other Interests not already declared None declared				
4. 0	Minutes of the Previous Meeting 7 th March 2017 SD asked governors if they agreed these were a true account of the meeting. All governors present were happy with the minutes Proposed: KN Seconded: JC					
5.0	SD ask	rs Arising ed governors if they had any m iewed the following points; SD again thanked AMcD New Parent Governors have m their induction to commence of Update on appointment of ass NLF thanked the governors wh interviews and confirmed that through their paces by the intervice occasion. SD congratulated EJ and RN or wished them luck in their new	nentors as are on 4 th July 201 sistant heads; no had been at the candidate erview panel a	they have both started 7 the Assistant Head is EJ and RN had been put nd had risen well to the		

- Safeguarding Training is now complete for all staff members and governors currently in school
- Skills audit one existing governor to complete this and the two new governors. The matrix analysis so far was reviewed by SD.

Governors held a brief discussion about this with the following conclusion;

- KC suggested governors had a discussion about the matrix questions, further suggesting we review the questions and produce our own questionnaire. KC and SM to get together to look at this
- SD suggested we look at this again in the autumn term

KC/SM

- SD re advised governors that the 20 questions was a governor's selfassessment. However should any member be unsure of how to review this to let her know and we can discuss this as a governing body anything you aren't sure ask and we can discuss
- Chair 360 degree questionnaire were tabled by SD for governors to complete should they wish to do so
- Chaos update; NLF advised that there is no immediate rush to change things as they have now achieved a Good Ofsted assessment. Their contract up for renewal in December and we have looked into HR issues. Conclusion; We are going to leave this until it naturally evolves with existing staff (not renew when the time comes)
 JB asked had we not agreed to review this later, NLF responded that we needed to put together a proposal
- AO, JC & SD had met to discuss school strategic planning, they have started to look at this and how we go forward

SD asked governors if there were any further matters they wished to bring up, there were none

6. 0 | Headteachers Report

Circulated prior to the meeting

NLF reviewed his report highlighting the following;

- Year 6 SATS the children were amazing. NLF gave a big thank you to the teaching staff too.
- National leader work, NLF advised that his advisory work continuing and gave an in depth explanation of this for governors
- Building work was slightly behind due to the weather. Discussing the
 possibility of them coming in through half term, this would give a
 predicted finish date for the building work of mid-August. After half
 term the following classroom changes are to be made to facilitate
 this;

Mr Marriott with his Y1 class to move to Y6 classroom Mrs Johnson with her Y6 class to move to the IT suite

- Roof repairs and removal of water tanks has been completed
- Work on our new Quite Garden to commence during the half term break
- School have passed the Health and Safety review

	 NLF advised that he has begun to review the teaching staff allocations and this will be firmed up after half term St Bridget's have been invited to become a Maths No Problem school, promoting mastery in this. NLF gave a big thank you to RN for all his work in allowing school to achieve this. NLF and RN attending a conference in London tomorrow about this Questions; KC asked if the Headteachers report could add the first names of the staff. AO advised that she has sent SM copy of organogram and we are working on this. KC mentioned a PowerPoint organization chart that may be used AO asked what impact Mr Wilde and Mrs Wilde's retirement (peripatetic music teachers) would have on school. NLF advised that SM and himself are looking into replacements SD enquired about the school choir, currently being covered by Miss Smith. NLF advised that Mrs Carver was now back and may help with this role 	AO/SM NLF/SM
7.0	 Reports from Committees Christian Ethos JB 23.3.17 JB noted that Rev Emma, Graham Crowley and JB were leading assemblies in school. They have now sorted a program of who will be assisting this for rest of the school year NLF and JB have sent out letter out to parents inviting children to communion classes in school. AO enquired when this would take place, NLF has proposed this would be in class time however EJ is looking into this before making the final decision. NLF added that this would most likely part of RE lesson JB talked about prayer meeting for school staff advising the proposed date was 14th June. However an invite would go out to all staff NLF to advise SM has been taking 4 different Y4 children to the church center's Wednesday coffee morning. This is proving to be very well received by both the children and the center Personnel AO 15.2.17 & 24.2.17 AO advised that both sets of minutes were on the governors website and noted the following points from the most resent minutes; The committee had spent time talking about staffing for September and the nuances of this This coming Thursday school would be holding interviews for the following teaching vacancies 2 temporary teachers 2 permanent teachers Currently there were 7 candidates on the shortlist which included 6 internal candidates for the full time positions NLF discussed the financial situation with governors with regards to the current staff vacancies 	NLF/EJ JB/NLF

• It had been agreed to have an annual review of the Single central Record AO to do this with KH

AO/KH

- NLF talked about firming up the TA positions for the coming school year.
- NLF reviewed staffing with governors as there are potential retirements next year he noted however that the budget is strong at this moment

Finance, Buildings, Health and Safety SL1.2.17 27.2.17

SL asked if there were any questions from the minutes, there were none forthcoming.

KC advised that he is booked on finance training

Curriculum IL 14.2.17 circulated 2.5.17

IL advised;

- Meeting of the 2.5.17 minutes have not yet been circulated however much of the content has already been covered by NLF
- It had been agreed to do Data Assessment at least once a term.
 Raise On Line is now Analysis Performance Service Data Assessment
 Tool, once up and running SMcH and IL to monitor this

• Minutes to be circulated by SM as soon as IL has approved them

• NLF to update mentioned Policies and pass to SM to be circulated

There were no questions

IL/ SMcH

IL/SM NLF/SM

Safeguarding Working Group

SD advised that the group has met this term but posed the question 'should we meet this coming term'

8.0 Reports from Link Governors

 Parents Association Link Governors – KN is currently the staff link governor. SD asked if we had any volunteers to replacement AMcD as the parent governor link. Governors had a discussion on the links between school, governors and the parents association Conclusion;

SD should we be supporting them more NLF we have invited them to the social event on 27th June at the Ring O Bells

• Work Life Balance Assemblies and Church Services –JB talked about how they had been talking with the children about the Resurrection and there has been lots of good feedback from them, he noted that we feel this has been very successful. SD had done a great deal of the ground work and JB thank her for this. JB further noted that they had a great Easter Service with Y3. Next week is the Assentation Day Service and governors are very welcome to attend. JB also added that he has receive great feedback from outside school on how lovely our children are

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JB noted that the Diocese newsletter has reported that the current Headteacher from St Peters Heswall has been appointed as the New Director for the Diocese **Curriculum Link Governor AO** Nothing new to report Sports and PE Link Governor SD SD reported that she had briefly met with Miss Bowler and arranged to see her in the near future. She further added that the sports clubs were running well and the parents were happy with this provision Science and IT Link Governors SD/SL Nothing new to report Early Years Link Governor AO/CK AO advised that there has been no recent (formal) visit, however she has seen RC informally and is arranging to review data with KN SEN/Gifted and Talented Lin Governors FP/SL Not present at this meeting Numeracy Link Governor AW/SL Although not present at this meeting AW reported; I have been into school and visited reception up to Y2 so far. I am now planning to visit the rest of classes before the end of the school year Literacy Link Governor IL/JC IL IL reported that she is currently in school working on literacy (including SATS). This has been a great experience, IL noted that she still needs to produce a report for governor. IL further added that she has reviewed the set up for SATS with NLF i.e. extra time readers, English as a second language, Read Write Inc. All of which is going well she noted that she is interested in seeing the KS1 SATS. NLF noted that this currently looking health. IL added that on the new starter visits to St Bridget's preschool she had observed the children using Read Write Inc. lead by Mrs Broughton AO **Curriculum AO** Due to touch base with humanities leaders next week and other leaders before summer break Safeguarding Link Governor SMcH No new updates recorded 9.0 **Governors Report on Training KN** No new training to report apart from; SL attended training on pupil premium, SL has given the notes to EJ EJ who will share these SD talked about the plan to include governors on the school perspective system, NLF and SM have looked into this and the

	 passwords for the prospective system should have gone out to governors. SD has talked to NLF about training for governors on this system. Conclusion; to we could do this at next meeting NGA GEL online training. SD asked governors if they had had a chance to look at this and whether they thought we should we go ahead Conclusion; 	NLF/SD
	Agreed to buy this service. SM to look into this	SM
10.	Wirral Governors Forum KN/SD KN advised that this now appears to be called the Directors Briefing. SD and KN attended the last meeting and the notes from the meeting would be circulated and added to the governor's website by SM as soon as they are sent through. KN gave a brief overview of the content • Update on Wirral Safeguarding • Ofsted update on DBS checks • Google search using ethnicity • Fosters Carers Young Person Centre plans; looked at this with EJ • Charges from United Utilities are hopefully to be brought in line with domestic charges meaning a 40% reduction	SM
11.	Chester Diocesan Education Schools Bulletin JB Already covered	
12.	 Any Other Business Governors Social Meeting agreed for 27th June 2017 at the Ring O' Bells (after the school day has finished), new parent governors to be invited Look at allocation of Chair and Vice Chairs for the coming school year. In turn Committees to look at meeting dates to allow time for SM to get minutes done prior to the next Full Governors meeting Questions; IL asked about best time, SM advised that this would be easier to advise once the Full Governor dates had been set AO asked if Spanish encroached on clerking hours etc NLF advised that he had discussed this with SM and agreed that the week prior to and the week of a Full Governors meeting SM would concentrate on Governors and Spanish would be cancelled 	SM
13.	 Next Meeting 6.30pm Tuesday 4th July 2017 SD thanked the staff on behalf of the governors for the use of the staff room Prayers with JB N & EJ invited all governors to Y 6 performance on 12th or 13th July (6.30pm start) and asked governors to let SM know which performance the wished to attend 	

 SD asked committees to think about their future dates for committee meetings for the next Full Governors meeting 	M
 SD talked about the Full Governor meeting dates for the next school year, suggesting we kept the current years dates in mind (see below) 	
SD Looking at next year suggested early meeting in September noting that she would circulate a proposed list, please find this list below SD)
Dates for the current school year 11 th October 2016 29 th November 2016 7 th March 2017 16 th May 2017 4 th July 2017 Suggested dates for next school year 12 th or 19 th September 2017 28 th November 2017 6 th March 2018 15 th may 2018 3 rd July 2018	

Meeting closed at 7.55pm