

GOVERNING BODY
ELMSLEIGH INFANT AND NURSERY SCHOOL
MINUTES OF MEETING HELD ON 16TH OCTOBER 2018 4.00 P.M.
AUTUMN TERM 1

PRESENT:

Mrs. Bannister, Mrs. Burton, Mrs. Collins, Mrs. Guest, Mr. Stanhope,
Mr. Robinson, Mr. Callow, Mr. Kemp

IN ATTENDANCE:

Mrs. Peace - Clerk who took the Chair pending election of Chair for the
forthcoming academic year.

Jack Kemp, new Co-opted Governor welcomed to the meeting.

1/18-19 APOLOGIES

Mrs. Barnett has now tendered her resignation as Co-opted Governor - a thank
you card was circulated for signature.

Mrs. Tomlinson - daughter unwell.

2/18-19 DECLARATIONS OF INTEREST - AGENDA ITEMS

None declared.

3/18-19 MINUTES OF MEETING HELD 11TH JULY 201

Approved as true record and duly signed together with confidential appendix.

Signed off by TR who chaired the July meeting.

4/18-19 MATTERS ARISING

None

5/18-19 APPOINTMENT OF NEW GOVERNOR

RESOLVED: That Jack Kemp be appointed Co-opted Governor replacing
Mrs. Barnett.

Eligibility Form, Declaration of Financial Interest and Code of Conduct duly
signed. JK provided with Induction Pack.

DBS check to be requested, LA and DGP Partnership advised

6/18-19 ELECTION OF CHAIR AND VICE-CHAIR FOR 18-19 YEAR

No nominations received for change of Chair and Vice-Chair.

Clerk proposed that KBa and TR and re-elected to serve another year as Chair and Vice-Chair respectively

RESOLVED: That Mrs. Bannister is elected Chair for 18-19; Mr. Robinson is elected Vice-Chair for 18-19

Mrs. Bannister took the Chair at this point in the meeting

7/18-19 ANALYSIS OF SKILLS AUDIT

All members for 17-18 academic year had completed the Skills Audit. A good mix of skills was evident. A gap in Finance knowledge will not be filled by JK.

Future training will include Skills of Chairing for KBa and GDPR Briefing for TR

8/18-19 ELECTION OF COMMITTEES AND NAMED GOVERNORS

See List attached based on skills and interests of individual Governors

9/18-19 FINANCE REPORT

Clerk circulated Andy Walker's half year report.

KBu advised that school continues to battle for additional funding and continues to be drip fed small contingencies to address staffing needs. A long term solution is required. The LA is in the process of undertaking a County wide review of SEN provision. The top-up funding of £5180 per child requires increasing - A Pupil Referral Unit receives a top-up of £9000.

JG added that Elmsleigh continues to support children with very complex and significant SEN. Many of these children transfer to specialist provision at junior phase. Originally the ER base was opened to support children who would benefit from a 50-50 mix of specialist and mainstream provision. Over the years the nature of the children accessing the ER base has become increasingly complex. This is due to there being a lack of provision in the south of the County. Also children are admitted with no EHCP, hence no funding but they require support at admission date. Funding is not back-dated.

KBA made reference to the SEN Audit carried out in 2017 which confirmed that the ER base was not under-staffed to meet the needs of the children in this setting. Furthermore, the provision is under-funded.

JK requested details of contingencies and grants credited to school budget over the last 3 years to confirm what the school's financial position would have been without same.

Action - KP to provide details of contingency and also take all ER funding and expenditure out of the equation to demonstrate how Elmsleigh would fair financially as purely a mainstream provision.

10/18-19 MEMBERSHIP & TRAINING

Induction Part 1 - Roles & Responsibilities 02.10.018. Attended by x4 Elmsleigh Governors and 3 Governors from cluster schools.

Training feedback forms to be completed.

Forthcoming training:

- TR to attend GDPR Briefing on 25.10.18
- KBA to attend Skills of Chairing on 29.11.18

11/18-19 APPROVAL OF POLICIES

1. Governor Visits to School

Expectation that Governors will visit school at least twice each academic year if there curriculum area is a key focus on the SIP. The new SIP now includes a Governor column to tie input of GB into development strategy.

2. Safeguarding

Revised policy addresses audit action plan and is in line with current statutory guidance. Ref made to Page 22 specifically - role of GB.

3. Pay Policy

Derbyshire LA model

RESOLVED: That above policies are hereby approved.

12/18-19 SAFER RECRUITMENT RISK ASSESSMENT

KP has carried out a risk assessment/audit and drafted and action plan to comply with current HR guidance

RESOLVED: That the Action Plan is hereby approved.

Action - forward to DCC LADO

File as supporting doc

13/18-19 PERSONNEL MATTERS.

See confidential appendix

14/18-19 ANY OTHER BUSINESS

Change to INSET Date from 26th November 2018 to 3rd May 2019. Reason - to provide training for Talk for Writing initiative.

Questions re: Summer Term Head's Report to Governors

Following the Induction Training re: Governor roles and responsibilities, RC raised several questions re: interventions, curriculum matters, monitoring of phonics progression, quality assurance, more able differentiation, Pupil Premium strategy, Raise Online, Fischer Family Trust.

KBu and EC responded to the challenging questions

15/18-19 MEETINGS FOR 18-19 ACADEMIC YEAR

- 24TH October 2018 - Pay Committee Meeting
- 7th November 2018 - HT Appraisal (John Moore/KBa and TR)
- 20th November 2018 - Policies Meeting (all members)
- 11th December 2018 - Aut Term 2 full meeting
- 5th February 2019 - Spring Term 1 full meeting
- 9th April 2019 - Spring Term 2 full meeting
- 21st May 2019 - Summer Term 1 full meeting
- 9th July 2019 - Summer Term 2 full meeting

Other events this term:

- Monday 12th and Wednesday 14th November - parent consultations
- Monday 19th November - Mental Health Awareness Training

What have we achieved this evening which impacts on teaching and learning at Emsleigh?

KBa - Approval of policies to meet statutory requirements

JG - Governor visit policy to clarify role in school

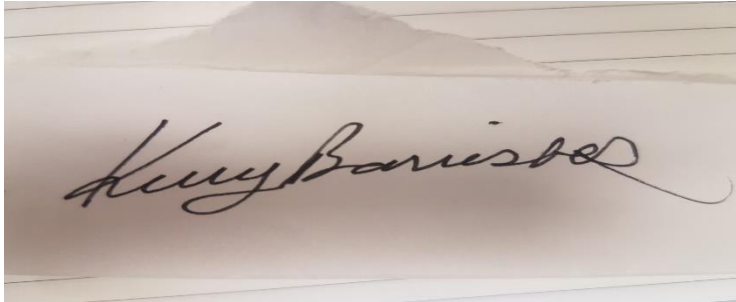
KP -Personnel - ratify decisions re: appointment of MDS

KP - Safer Recruitment Audit in line with current safeguarding legislation

JG - Questions raised re: last HT Report putting induction training into practice.

JG - Finance. Decision to analyse SEN income and expenditure to verify this is where the gap in funding exists.

The Chairman thanked everyone for their attendance and declared the meeting closed at 6.15 pm

A photograph of a handwritten signature in black ink on a piece of lined paper. The signature is written in a cursive style and reads "Kelly Bannister".

Signed Dated this 11th December 2018

KELLY BANNISTER, CHAIR OF GOVERNORS

