

## College Road Primary School

### Minutes of the Full Governors' Meeting held on Thursday 17<sup>th</sup> March The meeting commenced at 3.45pm – Art Room

Present: Mr J Warwick (Chair), Mr J Wallace (Headteacher), Mrs L Cvetanovic, Mrs A Blom, Mrs L Clements, Miss L Corbett, Mrs J Wain, Mr N Head, Mrs V Eccles, Mrs S Brown (Clerk) and Mrs C Francis-McLeod (Deputy).

	Action
<p><b>1. Apologies/sanctions for absence</b> Apologies received from Mrs S Lees. Governors were welcomed by Chair.</p> <p><b>2. Minutes of previous meeting/matters arising</b> Item 6 - attendance is relating to persistent absence. Minutes were approved by Governors and signed by Chair.</p> <p><b>3. Headteachers report</b> Mr Wallace drew attention to the recent exclusions of a pupil, the pupil has now returned to school. The PE apprentice has handed in her resignation, the situation will be managed by the PE coordinator until the vacancy has been filled. Speech and Language Therapist is due to start after Easter. There has been a vacancy this term. School Council were interviewed by ITV about healthy eating and combating child obesity, BBC radio Devon also visited leading up to the Plymouth Schools marathon challenge.</p> <p><b>4. Safeguarding update</b> 6 monthly checks of the central record have taken place. Governors are encouraged to spot check the Central record when visiting the school.</p> <p><b>5. Progress through the School Improvement Plan</b> Governor book has now been completed. Termly Governor visits still take place and are very positive. Support will be purchased again for a further year (2016/2017) through Karen Powell who is now part of the PCC Governor development team.</p> <p><b>6. Committee reports</b> Finance and Personnel – 4<sup>th</sup> February 2016 Budget setting meeting took place and the Governors agreed the budget which has been submitted. This meeting was minuted.</p> <p>Learning and Environment – 25<sup>th</sup> February 2016 No comments</p>	

### **7. Term dates for 2016/2017**

These are in line with what PCC recommend.  
February date is the shared Trust day.  
April date is the school improvement/self-evaluation day which  
Governors are invited to attend.  
June date is assessments and policy review day.

Governors agreed and approved the new term dates.

### **8. Governors book**

Governors were provided with the new Governors book, Mrs Wain agreed the idea of doing the write up in the newsletter on individual Governors is a great idea.

### **9. Admissions update**

The Chair agreed to the 2017/2018 admissions policy prior to the 28<sup>th</sup> February and the full governing body have ratified the chairs decision. The admissions arrangements are displayed on the school website.

### **10. Multi Academy Trusts**

The Trust hosted a visit from Wendy Woodcock about Multi Academy Trusts on 9<sup>th</sup> March. There is a SWPET Governors board due and trust schools will need to give their feedback on Governors views of becoming an academy. Mr Warwick gave Governors a copy of the notes he took from the meeting and Mr Wallace explained the procedure of becoming an academy. Governors agreed to continue monitoring the situation locally and nationally, having decided that continuing the schools current status as a foundation school is the preferred option at this time.

Governors agreed to have MATs as a standing agenda on all full governing body meetings.

Mr Warwick will report the Governors views on MATs at the SWPET meeting.

### **11. Governor visits**

Governor visit forms from the recent Governors day was very positive, there were also feedback forms from various other visits by Governors.

### **12. Governing body vacancies update**

There are no vacancies and the current structure is displayed on the schools website as required.

### **13. Pupil Premium**

The report provided to Governors is also held on the schools website. The school spends more on pupil premium than funding is received for.

### **14. Living wage 'top up'**

The living wage top up is an optional top up from £7.85 to £8.25, the Governing body agreed to top up the living wage.

Clerk

**15. SWPET update**

Headteachers have continued to meet regularly.

The trust non pupil day which was focused on maths was an excellent day of training. Feedback has been really positive, work continues to help improve maths. School improvement work and support continues via Mr Wallace as LLE.

There is a trust pupils swap day in the summer term.  
SWPET Trustees meetings are regularly taking place.

**16. Correspondence**

None

**17. Business brought forward by Chair**

None brought forward by Chair.

Date and time of next meeting – 7<sup>th</sup> July 2016 at 3.45

Meeting finished at 4.45pm