

College Road Primary School

Minutes of the Full Governors' Meeting held on Thursday 15th November 2018
The meeting commenced at 4.35pm – Art Room

Present: Mr J Warwick (Chair), Mr J Wallace (Headteacher), Mrs A Blom, Mr N Head, Mrs L Clements, Mrs D Mitrache, Mrs E Cox, Mr M Coomber (Acting Clerk), Mrs Sarah Lees and Mrs C Francis-McLeod (Deputy).

MINUTES	Action
<p>1. Apologies/sanctions for absence Apologies were received and accepted from Mrs H Massey, Mrs V Eccles and Mrs J Wain.</p> <p>2. Elect Chair/Vice Chair The Clerk requested nomination for the Chair. Mr Warwick was the sole nominee and was re-elected unopposed. Mrs Lees was also unanimously re-elected as Vice Chair</p> <p>3. Minutes of previous meeting/matters arising Referring to Item 2, Mr Wallace informed Governors that there were no outcomes following a consultation on timely help following referrals. This had been followed by a new consultation on the Educational Psychologist service.</p> <p>In Item 7, the Clerk had erred as absence was at its highest (and attendance at its lowest) and correction was requested. The Minutes were approved conditional on that correction.</p> <p>4. School Improvement Review and adopt committee structure and agree membership Governors were satisfied with current arrangements.</p> <p>Receive Governors annual report The meeting requested clarity over the three ways percentages were highlighted in the assessment tables. Mr Wallace explained that figures in red were projected percentages, those in black were those achieved and that national averages were highlighted by brackets. Additionally, the third column headed "ARE +" should have read "ARE + above ARE." The report was welcomed, that in addition to test results, the report as a whole was positive, that the external review affirmed Governors' opinion and that staff were to be congratulated. The report was unanimously accepted</p> <p>Mrs Mitrache joined the meeting at 4:45</p> <p>Governor visits A report from Mrs Clements examined "Learning Detectives," observing application in the classroom. Mr Wallace acknowledged that it was difficult for Governors to visit but urged them to take every opportunity as it would help children understand the importance of the Board's work. Mrs Clements was thanked for her report.</p>	Clerk

College Road Primary School

5. Progress through the School Improvement Plan

This was the first meeting since the Plan had been adopted so it was early to bring concrete conclusions. Governors asked if progress was satisfactory and were assured school leaders were monitoring progress and were happy at this point.

6. Headteacher's Report

Mr Wallace drew attention to several areas of his report.

Increasing levels of need and fewer resources revealed the professionalism of all staff in supporting vulnerable and difficult families. There was, both in society and in the local educational context, an increasing lack of solidarity which should not be encouraged at College Road.

Mrs Clements was to be congratulated on achieving her BA (Hons), Governors recognising both her effort and the benefit for the school

The meeting also praised a correction. The School Council had not donated over £300 to Plymouth and Cornwall Cancer Relief but £510.

Finally, the report promised a verbal SWPET update. During the previous week a lawyer from Browne Jacobson had visited the school to advise on the issues of the school being the sole member of a Co-operative Trust (Trust status being important for securing some funding and grants) and not appearing to be registered at the Charity Commission. Advice was that:

- Articles could be rewritten to remove other schools
- Directors could amend their own role
- Only three Trustees were required
- The focus of the Trust could be moved to the school's community
- It could sever links with the Co-operative Society
- When formally registered there some financial restrictions but these were unlikely to be significant
- The school was probably registered as a Charity but hidden
- Regarding land and deeds, having PCC retain them was only an issue in the unlikely event of a dispute with a third party
- Therefore it would not be worthwhile jeopardizing a positive working relationship with the Council

Consequently, Mr Wallace hoped to retain their services and, when complete, bring their work to a future meeting.

This was welcomed but Governors asked if the school could retain its name after these changes. They were assured it could.

The meeting requested an update on buildings and sites and learned that, over two to three years, PCC had committed to:

- Replacing Foundation Stage Classrooms
- Removing the gas main running through the school
- Renewing boilers
- Replacing heating pipes and radiators
- Resurfacing the playground
- Replacing and raising fencing facing St. Levan's Road
- It was hoped to retain the company that built the Keep
- The school's only financial commitment was its Capital Budget which was not a high amount

College Road Primary School

Reasons for this significant investment appeared to be:

- A recognition of historic underinvestment
- The determination of College Road to remain Maintained
- The popularity of the school with potential parents
- Thus retaining the investment made

Additionally the school was applying for a DfE grant which to facilitate a Nursery and holiday club. The first would offer morning and afternoon sessions, each accommodating 21 children from September 2020. As this would become part of the Early Years Building, if the bid was successful, all works would have to be co-ordinated. As the Nursery would be formed as a Community Interest Company coming to an agreement with the school's Trust, PCC would have to hand over land and deeds at that point.

The Board welcomed this news, particularly as Foundation had been in temporary classrooms for thirty years.

Councillor Taylor had arranged a meeting with the Head and Chair and had the support of the PCC Cabinet member for Education. Despite approaches, Governors were disappointed that Luke Pollard, MP had yet to visit the school.

7. Committee reports

Finance and Personnel – 4th October 2018

Mr Wallace updated the Minutes in two areas: That Mrs Blom had implemented the clothes swap on the Parent Board and that figures mentioned in the Pay Policy were incorrect. The last was because Mr Wallace had been supplied with incorrect data.

Governors noticed a naming error and the Clerk offered to correct this.

Clerk

Learning and Environment – 18th October 2018

This meeting had not taken place as it was not quorate. Mr Wallace had requested but received no comments on supporting documents so assumed the Committee was happy with them.

8. Policies and reviews:

Code of Conduct Governors

Terms of Reference

Attendance Policy

School Child Protection and Safeguarding

The only policy with significant changes was the Safeguarding Policy which had been redrafted with the support of the Local Authority Designated Officer to reflect changes in Keeping Children Safe in Education Legislation.

Governors approved all policies and signed their Code of Conduct.

9. Receive Safeguarding Children – Annual Report and Looked after children report

Mr Wallace felt that although children on protections plans had decreased this was mostly due to higher thresholds for obtaining these. The school had seen successes but a changing demographic was revealing more extreme cases. Seventeen children had been on Child Protection Plans in one year.

College Road Primary School

10. Correspondence

11. Business brought forward by the Chair

Proposing to take the two items together, and stressing no reflection on their character, Mr Warwick requested Mrs Francis-McLeod leave the meeting.

She did so at 5:15 and the meeting entered Part 2.

The meeting closed at 5:30.

Date and time of next meeting – 14th March 2019 at 3.45pm