

<b>Full Governing Body Meeting - Part 1 Minutes</b>					
<b>Date/Time</b>	21st March 2018		<b>Location</b>	The Study Centre	
<b>Attendees</b>	<b>Initials</b>	<b>Category of Governor</b>	<b>Attendees</b>	<b>Initials</b>	<b>Category of Governor</b>
Peter Shrubbsall	PS	Foundation	Tim Riley	TR	Co-opted
Gerry Ingram	GI	Foundation	Alison Lasarczykz	AL	Parent
Alix Stewart	AS	Parent	Lorna Clay	LC	Co-opted
Lucy Kilgariff	LK	Staff	Julie Phelan	JP	Headteacher
Malcolm Walsh	MW	Co-opted	Demi Schneider	DS	Parent

<b>Apologies</b>	<b>Initials</b>	<b>Reason (Category of Governor)</b>

<b>Absent without apology</b>	<b>Initials</b>	<b>Reason (Category of Governor)</b>

<b>In attendance</b>	<b>Initials</b>	<b>Position</b>
Zoey Arthurs	ZA	Associate Governor (pending LA application)
PJ Wright	PJ	Clerk to Governors

Ref	Action or Decision	Owner/ Decision	Date Due
1	<b>Apologies</b> No apologies received		
2	<b>Conflicts of Interest</b> No conflicts of interest recorded		
3	<b>Minutes from the previous meeting</b> <b>DECISION:</b> The Minutes from 17th January 2018 were agreed and signed. GI proposed, TR seconded.		
4	<b>Matters arising from previous minutes</b>  Actions to be followed up:- <ul style="list-style-type: none"> <li>● Check the Register of Business and Associate Interests have been completed and uploaded to the school website via AR</li> <li>● Complete Governors attendance 2016-2017 for the website</li> <li>● Amend St Petrocs to Petrocs in the Minutes of 17th January</li> <li>● Policy Statement on provider Access (revised)</li> </ul> <b>DECISION:</b> Policy Statement was agreed and signed. TR proposed, AL seconded.	PJ	After meeting
5	<b>Headteachers Business</b> <ul style="list-style-type: none"> <li>● Headteachers Report</li> </ul> JP gave a brief report and the following areas were highlighted:-  JR commented on 'Exclusions' (page 6) and the need for the governing body to have some training on making PEXs watertight. JP explained that there have been 16 local PEX in the area and 12 of these have been quashed by a review panel. JP explained how the process works; a discipline panel is put together at the time of need, 3 governors would be required and one would need to chair but they can be any of the governors.  There is training that can be provided to governors by Babcock.	JP	

<p><b>ACTION:</b> JP to give governors further information on the Team Drive</p> <ul style="list-style-type: none"> <li>Autumn Term 2017 Safeguarding Report</li> </ul> <p>JP confirmed that ET has taken on the role as PE teacher but it has now been confirmed that she won't be carrying out her training here and will have to continue at the planned placement. However, her training should finish in June and she will be able to come into CCC between the end of term.</p> <p><i>It was questioned what the current situation is with regard to growth funding?</i></p> <p>JP has spoken to Dawn Stabb regarding this and the funding formula has now changed so that it includes any growth re: year 11 leaving and year 7 coming in but 80% have to be within catchment. Simon Niles has confirmed that we will get some growth fund but we don't know how much yet, although we do hit that criteria of over 80% with 96 pupils going out and 150 coming in. This will be for 2018/2019.</p> <p>PS asked LK to explain what the NCETM is and how this works. J Hawkins has been appointed as a maths mastery specialist and will be having in depth training about teaching mastery in secondary schools. She will then be going out to other schools (for a total of 15 days) to share the knowledge, add to our school knowledge and at the same time gain experience of what other schools are doing.</p> <p>PS has written a letter on behalf of the governors to congratulate her on her work.</p> <p><b>ACTION:</b> TR to sign and send out.</p> <p><u>Budget</u></p> <p>TW went through the detail of the budget at the last Resources Meeting and this was approved by governors but requires ratifying by the FGB. We have £72,000 in the accumulated deficit to include some staffing updates but this may change again. JP has the amended document for governors today. PS is aware of the changes. This doesn't include the Lipson management partnership money or growth funding.</p> <p><b>DECISION:</b> Governors approved and ratified the budget.</p> <p>AS thanked JP on behalf of parents for the way she and the school dealt with the recent death of a student.</p>	<p>TR</p>	<p>After meeting</p>
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	<p><u>Safeguarding Report</u></p> <p>The Safeguarding Report was discussed at the last L &amp; M Meeting and is available for governors on the Team Drive for their information.</p>		
6	<p><b>Reports</b></p> <ul style="list-style-type: none"> <li>O, T &amp; L -. GI gave a brief report on the Leadership &amp; Management Meeting on the 7th March 2018 (see Minutes for full details).</li> </ul> <p><b>ACTION:</b> JP to ask CH to put the departmental data on the Team Drive for all link governors to look at (as read only).</p> <ul style="list-style-type: none"> <li>L &amp; M - TR gave a brief report on the Leadership &amp; Management Meeting on the 14th March 2018 (see Minutes for full details).</li> </ul> <p>A discussion took place about issue with the use of mobile phones in school as this was discussed in depth at the L&amp;M Meeting. JP explained that each school has the power to decide how to handle this, children don't have the right or entitlement to have a phone in school.</p> <p>JP confirmed that we will carry out a consultation with parents and give them an opportunity to discuss this at the next parents' evening. It is important to make parents more aware of the potential issues this can cause and what the benefits will be.</p> <p>There have also been some concerns about the use of Facebook between parents about a particular child. JP was made aware of this by the preschool. This has been dealt with and we have notified the police who will follow this up.</p> <p>MW feels if other schools are already looking at the mobile phone policy then it will become the norm to do this and we should also follow this.</p> <ul style="list-style-type: none"> <li>Resources - PS gave a brief report on the Resources Meeting on the 28th February 2018 (see Minutes for full details).</li> </ul> <p>JP explained to governors what 'Teachmeet' is. We are hosting this on the 5th July. This is an open event that schools in Devon can attend and see the Google system up and running. JP invited any governors would like to attend.</p>		
7	<p><b>Chairs/Clerks Business</b></p>		



	<p>The next new intake parents evening is on 3rd July when we will be recruiting.</p> <ul style="list-style-type: none"> <li>● Clyst Hydon Management Contract</li> </ul> <p>PS confirmed that this is now completed.</p> <ul style="list-style-type: none"> <li>● Lipson Cooperative Academy</li> </ul> <p>PS has visited AF at Lipson and everything is going really well.</p> <ul style="list-style-type: none"> <li>● MAT development</li> </ul> <p>PS advised that we are not under any pressure to join another MAT or form another MAT so at the moment we will take no further action but maintain discussions with other schools.</p> <ul style="list-style-type: none"> <li>● NLG</li> </ul> <p>It had been suggested that PS apply to be a National Leader of Governance which he looked into, however, PS attended a meeting about this and doesn't feel it is for him. The workload expected is too great as it would mean giving time to support and advise other governors and has therefore been put on hold.</p>		
8	<p><b>Policies</b></p> <ul style="list-style-type: none"> <li>● Behaviour Policy (carried over from L &amp; M)</li> </ul> <p>This has been amended and condensed as suggested by the L&amp;M committee.</p> <p>JP confirmed that there is a statement on the website about governors behaviour principles. The policy includes our values and aims and also includes how we reward pupils and what we do when things go wrong.</p> <p><b>DECISION:</b> The above Policy was agreed and signed. PS proposed, TR seconded.</p> <ul style="list-style-type: none"> <li>● Model Staff Leave and Absence</li> </ul> <p>This is a Statutory Policy. The changes are highlighted on the back page to include parental leave, staff no longer receive paid leave for sickness of a child, the interview and selection process, 3 days allowed to attend interviews and attending antenatal classes and maternity related absence.</p> <p><b>DECISION:</b> The above policy was agreed and signed. KA proposed, GI seconded.</p> <p>A member of staff has requested 2 days for religious observance. This has been agreed as it is part of this policy and at the discretion of governors..</p>		
10	Matters brought forward at the discretion of the chair		
<b>Details of next meeting: 11th July 2018 5pm - Meeting Closed 18.15</b>			

