

# BANKS LANE JUNIOR SCHOOL GOVERNING BOARD MINUTES

## SPRING TERM 2018

Date: 15 March 2018

Time: 4.30pm

Venue: The School

### GOVERNORS PRESENT

Mrs Jackie Graham (Chairperson), Mrs Gill Officer, Mrs Jenny Humphreys, Mr Adrian Bassett, Mrs Janet Knott, Mr Adam Grace, Mrs Sue Derbyshire, Mrs Judith Patel, Mrs Catherine Wyld, Mr Ed Milner (Headteacher)

### IN ATTENDANCE

Mr Andrew Lane Governor Support Officer

#### 1. APOLOGIES FOR ABSENCE

Apologies for absence were received and accepted from Mr Philip Thomas, Mr Jonathan Vali, Mrs Nicola Taylor, Miss Joanne Sturch and Mr David Bennett.

#### 2. DECLARATION OF INTERESTS

Governors were asked to declare a personal interest in any agenda item.

#### 3. BUSINESS

##### PREVIOUS GOVERNING BOARD MINUTES

(i) Resolved that the minutes of the meeting held on 30 November 2017, copies circulated previously, be approved and authorised for publication.

##### (ii) Matters Arising From Previous Governing Body Minutes

There were no matters arising.

##### (iii) COMMITTEE MINUTES

Resolved that the minutes of the meetings of the following committees, copies circulated previously, be approved and authorised for publication:

- Steering – 15 January 2018
- Community and Safeguarding – 29 January 2018
- Achievement – 6 February 2018
- Resources – 8 February 2018

##### (iv) Matters Arising From Committees Minutes

###### Resources

***In the light of the GDPR requirements, had the school bought back into an LA service ?*** The School had entered into a service level agreement with Information Governance at a higher level to ensure that it would be fully compliant with statutory requirements. It was noted that Mrs Collins would no longer, therefore, be the Data Protection Officer.

***Did the general buy-back principle remove liability from the school ?*** The LA provided public indemnity, provided the school acted according to LA guidance

***How far had the exploration into an electronic visitor entry system gone ?*** As indicated at Resources committee, the cost - £1,600 per year - could prove a barrier in pursuing further.

#### 4. BUDGET

The school was exploring Prudential borrowing through the Local Authority over a 15 year period, Governors were referred to the three options, with accompanying repayment breakdowns, with implications for using DFC monies.

Very careful consideration of the options followed, with the Headteacher recording his aversion to using the school's revenue budget and governors noting that the programme would secure energy saving.

Governors supported Option 2.

- The School was awaiting final figures before the budget could be approved. The carry-forward was likely to be lower than in previous years
- ***Had the recent ruling on free school meals seen any impact on the school's parental take-up (which could impact on pupil premium) ?*** Apparently, this had emerged only this week, so it was too early to say.
- The buy-backs were due to be agreed.
- The limits of spending authority in the 2018/19 financial delegation were maintained.

#### 5. MATTERS ARISING FROM THE HEADTEACHER'S TERMLY REPORT

In the light of the recent Ofsted Report, governors were presented with the RI Action Plan.

The following observations were made:

- It was important that the Plan detailed a concise process.
- The school was awaiting guidance from the LA on data-driven targets.
- It had been felt more appropriate to present this, rather than the headteacher's termly report; it was noted that the LA was also working on a new format for the HTR.
- There would be value in a termly overview to monitor progress against priority action points.
- The Chair of Governors was looking at other schools for good practice.
- The Headteacher was awaiting clarification from the LA on which of the named two headteachers would be acting as Associate Headteacher to provide support.
- A careful discussion ensued on the most effective means of communication with the parents. The negligible level of feedback from the parent body post-Ofsted seemed to indicate that parents did not place any great importance on the Ofsted judgements. The possibility of a brief video of Mr Milner addressing his message to parents was mooted, although the favoured option was a Q & A session with parents, possibly on the same night as the School Disco when parents would be coming to school anyway; advance notice of this could be published in the ROAR. This was agreed.
- Other approaches suggested were a weekly bulletin to parents on how teaching and learning was being improved as well as a 100 days-style review of progress.

Discussion then focussed on the governance section of the Leadership and Management section.

- There was a need for governor development to provide a steer on how the board could both move the POAP forward and develop their own roles. The Clerk

- undertook to approach the School Improvement Partner to arrange this - **Action**  
It was crucial to establish a programme of governor visits, which would be evidenced by feedback reports. Governors acknowledged that the visits should have clear boundaries and be focussed on governor monitoring as opposed to observations. Mrs Collins undertook to contact governors with a view to them arranging such visits - **Action**
- The Monitoring committee would look at allocating areas to governors which married up with their skills' sets - **Action**

There were no other matters arising,

## 6. UPDATE ON STATUTORY ITEMS

### School Improvement Plan/ School Development Plan Update

The progress against priorities and action points were superseded by those in the RI Action Plan.

### Appraisal Update

Progress was ongoing

### Report on Racist, Bullying, Homophobic Incidents

The Headteacher reported that there had been no incidents of racist behaviour during the autumn term.

### Report on Physical Incidents

The Headteacher reported that there had been no incidents during the autumn term where the use of physical intervention procedures had been necessary.

### Young Carers

There were no young carers on roll.

## 7. GOVERNOR DEVELOPMENT

It was noted that a number of governors would be attending the annual governors' conference at Marple High School on Saturday 17<sup>th</sup> March, 2018.

## 8. BRIEFING PAPERS FROM STOCKPORT LOCAL AUTHORITY

- GDPR
- Schools' Finance Update
- Ofsted's New Arrangements for Short Inspections
- Early Years Update
- Complaints Resolution Service
- Safeguarding Update
- Wellbeing Strategy for Education

Governors noted the guidance.

h) Admissions Consultation

Governors were encouraged to submit a response to the LA's consultation upon admissions and term dates for 2019-20.

i) Governance Update

Governors noted the guidance.

9 DATES

Full Governing Board

Committee Meetings

The calendar of dates for the summer term was already set.

The Steering committee meeting was re-arranged to Friday 4 May at 10.00am.

10 ANY OTHER BUSINESS

a) End of Term of Office

There were no current issues.

b) Approval of INSET Days for 2018-19

This was due to be carried out before the relevant cut-off point date.

c) Residential visits

Approval for the trips had already been given.

With no further business to discuss, the Chairperson thanked everyone for attending and the meeting closed at 6.50pm.

**ACTIONS FROM FGB MEETING**

ACTION	ITEM NO.	WHO	BY WHEN
Communication to governors for arranging monitoring visits	5	GC	Post-meeting
Contact SIP to deliver governor development	5	AL	Post-meeting
Allocate areas to governors according to skills' set	5	Monitoring committee	Post-meeting