



# LONDON MEED PRIMARY SCHOOL

**HONESTY CREATIVITY RESPECT CARE**

## Minutes of Meeting of Governors

Held at London Meed School at 10AM on the 29<sup>th</sup> September 2016

**GOVERNORS PRESENT:** Andrew Bernstein, Jane Davey, Tricia Eastley, Dennis Harbinson, Natalie Langtree, Sylvia Lewis, Tracy Newman, Terry Prue, Candy Reece, Claire Stacey, Alex Watts

**IN ATTENDANCE:** Laura Sykes (Clerk to Governors), Elspeth Elsey (Bursar)

### New Code:

- **Questions**
- **Actions taken**
- **Actions carried forward**
- Confidential item**

<b>40 2016</b>	<b>Apologies for Absence</b>  None
<b>41 2016</b>	<b>Declarations of Interest</b>  None to declare
<b>42 2016</b>	<b>Election of Chair &amp; Vice Chair</b> Jane Davey elected in as Chair, (seconded by TN) and Terry Prue elected as Vice Chair (seconded by DH)
<b>43 2016</b>	<b>Approval of previous minutes.</b> Minor changes were requested, these have been amended.
<b>44 2016</b>	<b>Matters Arising from Previous minutes</b> <ul style="list-style-type: none"> <li>• Web entry review The Gov Board document for this current year (2016/17) will be sent round for completion by the Governors. It was noted that the school's website is being revamped, making it more streamlined and easier to navigate. It is intended at the next open day that a fully completed 'year site' will be available to demonstrate how parents will be able to interact with the website.</li> <li>• Governor Vacancy All governors agreed that the prospective candidate for the outstanding vacancy as a co-opted Governor should be approached.</li> <li>• Presentation of Staff Survey results at inset day- appeared to be well received. Governor/Staff event 13/09/2016</li> <li>• Governor &amp; Staff Event - Very successful event and it is intended that these</li> </ul>

Head teacher Ms C J E Reece

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	<p>type of events should take place termly</p> <ul style="list-style-type: none"> <li>• Training on 'Ofsted Asking Better Questions' on 29/11/2016 from 5-7pm.</li> </ul>
<b>45 2016</b>	<p><b><u>Interpreting School Performance Data –Natalie Langtree</u></b></p> <p>A helpful presentation on the Data available for Key Stage 1 &amp; 2 was presented to the FGB and its content noted.</p>
<b>46 2016</b>	<p><b><u>Head Teachers Report</u></b></p> <p>Sections within the HT report were highlighted as requested by the Governors as areas of particular interest. Those areas related to pupil attendance, staff, Appraisal Targets and progression and on the quality of teaching and learning based on observed lessons.</p>
<b>47 2016</b>	<p><b><u>Finance Report</u></b></p> <p>It was noted that the drop in pupil numbers has had a financial impact on the school because more pupils mean more funding. It was agreed and recognised that the works that have been carried out (hall floor, staff room and the KS1 playground), have been very successful. It was noted that further investment in ICT is due to take place.</p>
<b>48 2016</b>	<p><b><u>Policies &amp; Governor Responsibilities</u></b></p> <p>Child Protection Policy Complaints Procedure <i>Both these policies were approved</i></p>
<b>49 2016</b>	<p><b><u>Middle Leader Audits</u></b></p> <p>Governor Responsibility for ML audits has been reviewed and updated.</p> <p><b><u>Child Interviews</u></b></p> <p>These interviews will be taking place week beginning 14/11/16.</p>

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50 2016	<p><b>Any other Business</b></p> <p>Discussion on homework including, positive feedback for the cross-year homework subjects</p>
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