



**Minutes of the
 Full Governing Body of St Peter's Anglican/Methodist VC Primary
 School
 Wednesday 14th March 2018**

	STATUS	Y/N/A	NAME	STATUS	Y/N/A
Simon Powell Chair	Co-opted	Y	Helen Doggart Vice Chair	Foundation	Y
Rhys Buckley	Acting Head	Y	Georgina Weeks	Staff	Y
Lauren Harris-Cue	Co-opted	Y	Diane Crawford	Co-opted	Y
Jeanette Fish	Foundation	Y	Bonnie Rayment	Parent	Y
Kirsty Macdonald	Parent	Y	Phil Viner	Co-opted	Y
Michael Ormond	Parent	Y	Dottie North	Foundation	Y
Russell McAulay	Parent	Y			

ITEM	TOPIC
1	<ul style="list-style-type: none"> • The meeting was quorate & there was 1 pecuniary interest. • The meeting was briefed on Fire and Evacuation procedures. • Apologies: DC • Prayer was led by DN.
2	Agree and sign minutes of the meeting on the 16th January 2018 <ul style="list-style-type: none"> • The minutes of the meeting were agreed and will be signed by HD as Chair on the day.
3	Matters arising and actions not covered by the Agenda 120717-04 Link Governor final visits & reports – Ongoing 161117-02 SEN Training – All staff offered training in May which will also cover Mental Health - Closed



**Minutes of the
Full Governing Body of St Peter's Anglican/Methodist VC Primary
School
Wednesday 14th March 2018**

	<p>161117-05 Contact Rev Ann Lloyd – Regular updates received from Foundation Committee who are actively seeking a suitable addition to their committee - Complete</p> <p>160118-01 Investigate Pupil Voice – well represented during Governor morning, Ofsted & the School Council - Complete</p> <p>160118-02 Rolls Royce Grant – Due to funding cut backs not applied for this year, but Resources committee will re-visit again - Closed</p> <p>160118-03 Parent Governor Election – Complete</p> <p>160118-04 Health & safety rota - Closed</p>
4	<p>Chair's Report</p> <ul style="list-style-type: none">• The report was circulated beforehand• Russell McAulay was welcomed to the meeting as our new Parent Governor and Mike Ormond confirmed as Parent Governor for a second term from 25th March 2018.• RB left the meeting at this point – SP confirmed that a lot of his time has been involved with the Head teacher recruitment process and following short listing the interview will take place on the 22nd March starting at 9.30am. With an FGB scheduled for 6pm the same day to ratify the appointment.• The Ofsted inspection held this week went very well & thanks were expressed to all staff & Governors for their help/attendance on the day. A formal report will be received next term and the contents shared with all parents at that stage.• SP wanted thanks to be recorded to Ann Tearle for her help with the updating of school policies and SFVS which was ratified during the meeting. <p>RB returned to the meeting at this point.</p>
5	<p>Head's Report</p> <ul style="list-style-type: none">• The report was circulated beforehand.• Both GW & SC have begun their middle leadership course.• A very productive morning was achieved when our School Improvement Adviser Kay Pettifer visited in February, including a learning walk/book scrutiny with RB, L H-C & LC.• Assessment data for all classes was submitted by teachers at the end of January. This consists of assessments of EYFS pupils and assessments in Reading, Writing & Maths. (Confidential analysis data circulated at the meeting)• The first Governor morning was held this term, it was a very well



**Minutes of the
Full Governing Body of St Peter's Anglican/Methodist VC Primary
School
Wednesday 14th March 2018**

	<p>attended and interesting morning that proved to be beneficial for all with the focus on writing. Governors had the opportunity to drop-in on lessons, talk to pupils and look at books from across the classes.</p> <ul style="list-style-type: none">• The Outdoor learning curriculum continues to take shape with more than 20 volunteers including staff, parents and pupils working over a recent weekend to improve the outdoor space at the school. This is an ongoing project with more ground force events planned.• The nurture room has been running for 2 terms – it has a big impact on the children attending and will become a permanent feature in the school with KS1 children attending in the morning & KS2 in the afternoon. Pupils will be assessed to establish who will attend the nurture room during the summer terms.• In general behaviour remains good and attendance has improved. 2 families are currently working in conjunction with the School and the Education Welfare Officer towards further improvement.• Since the start of Term 4 we have been using CPOMS, an online system which records child protection/safeguarding concerns. In addition it can also be used to record any issues concerning medical or behavioural needs.• Class 6 have started preparations for their Sat's assessments in May.• The Section 8 Ofsted inspection took place on the 8th March and the full report is expected next term. RB would like to place on record his thanks to all staff for their hard work and dedication in preparation for the inspection and especially to Lauren Harris-Cue for her effort in combining the role of Year 6 teacher and Deputy Head. Thanks also to everyone that was able to attend and meet with the inspector at the end of the day.
6	<p><u>Committee reports</u></p> <ul style="list-style-type: none">• Reports were circulated ahead of the meeting. No questions at this time.
7	<p><u>Head selection process</u></p> <ul style="list-style-type: none">• See Chair's report <p><u>Policies</u></p> <ul style="list-style-type: none">• The Staff Pay Policy – South Gloucester will issue shortly and it was agreed that it will be adopted.• School Financial Value Statement – This policy will be circulated and as there are no changes it was agreed that it will be adopted.



**Minutes of the
 Full Governing Body of St Peter's Anglican/Methodist VC Primary
 School
 Wednesday 14th March 2018**

	<p><u>SEN Update</u></p> <ul style="list-style-type: none"> • Sarah Margea will be asked to update the Governing Body by producing a SEN report for the next FGB on the 9th May. • Sophie Calver will be invited to attend the next FGB as Outdoor learning lead for an update on progress. <p><u>Parent Governor Election</u></p> <ul style="list-style-type: none"> • See Chairs Report. <p><u>Health & Safety Rota</u></p> <ul style="list-style-type: none"> • Delegated to Resources Committee <p><u>Foundation Governor update</u></p> <ul style="list-style-type: none"> • Rev Ann Lloyd has been approached again and has been given the necessary paperwork to complete in the event of deciding to join St Peter's as a Foundation Governor. <p><u>Link Governor Update</u></p> <ul style="list-style-type: none"> • RM has been assigned as link Governor for sport with GW. • There needs to be 3 visits with your Link Teacher each year, completing reports as you go with copies to JP please. <p><u>ACTION 140318-01 JP to check reports received & send reminders where required.</u></p>
8	<p>Confidential</p> <ul style="list-style-type: none"> • See separate report
9	<p>Correspondence</p> <ul style="list-style-type: none"> • None
10	<p>Agenda items for the next meeting</p> <ul style="list-style-type: none"> • Budget update • SEN Update in the form of a report from SM • Sophie Calver to attend as Outdoor Learning lead • Policies • Governor Conference Update by MO
	<ul style="list-style-type: none"> • Date of next meeting 9th May 2018 at 6.00pm

Meeting closed at 19.25



Minutes of the
Full Governing Body of St Peter's Anglican/Methodist VC Primary
School
Wednesday 14th March 2018

REFERENCE	ACTION	GOVERNOR
120717-04	Link governor final visit & reports	All
140318-01	Check link Governor reports & issue reminders	JP