



**Minutes of the  
 Full Governing Body of St Peter's Anglican/Methodist VC Primary  
 School  
 Tuesday 10<sup>th</sup> July 2018**

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

ITEM	TOPIC
<b>1</b>	<ul style="list-style-type: none"> <li>• The meeting was quorate &amp; there were no pecuniary interests.</li> <li>• The meeting was briefed on Fire and Evacuation procedures.</li> <li>• Apologies: HD, PV, RM &amp; JF.</li> <li>• Prayer was led by DN</li> <li>• Darren Hunt &amp; Tiffany Newman were welcomed to the meeting.</li> </ul>
<b>2</b>	<b>Agree and sign minutes of the meeting on the 9<sup>th</sup> May 2018</b> <ul style="list-style-type: none"> <li>• The minutes of the meetings were agreed and will be signed.</li> </ul>



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<b>3</b>	<b>Matters arising and actions not covered by the Agenda</b> 120717-04 Link Governor final visits & reports – <b>Ongoing</b> 140318-01 Check Link Governor reports & issue reminders – <b>Ongoing</b> 090518-01 Contact Wild Place – <b>Ongoing</b> 090518-02 Inform SEN parents re SM's maternity leave – <b>Complete</b> 090518-03 Team Tech training – <b>Closed</b> 090518-04 Foundation Governor vacancy – <b>Ongoing</b> 090518-05 Invitation to Tiffany to attend FGB – <b>Complete</b> 090518-06 Inform Gov Services re changes to Governing Body - <b>Complete</b>
<b>4</b>	<b>Chair's Report</b> <ul style="list-style-type: none"><li>• The report was circulated beforehand</li><li>• Darren Hunt has been recruited to the position of Deputy Head following interview and joined us during the FGB.</li><li>• The Connect 4 Learning discussed during the FGB in May is going ahead.</li><li>• South Glos and the DfE have issued an update to the statutory guidance on what information must be included on the schools' website. We therefore need to regularly check that Clare is updating our website.</li><li>• Many thanks to the staff for the great work they are doing managing the day to day running of the school with special thanks to the SLT.</li></ul>
<b>5</b>	<b>Head's Report</b> <ul style="list-style-type: none"><li>• The report was circulated beforehand.</li><li>• The Head confirmed that since the last FGB he has had several meetings with the other Heads at the C4 Learning schools. He also confirmed that during the next academic year a partnership has been agreed with Bath Spa University who will be supplying the C4L schools with PGCE students from September. Other agreements include: joint moderation, shared safeguarding, joint INSET days and working groups.</li><li>• As part of the C4L we will have a new School Improvement Advisor, Jan Isaacs. She has worked with the other C4L schools over the past 2 years and will join us from the start of the new academic year.</li><li>• Darren Hunt was the successful candidate for the position of Deputy Head following interview and he was welcomed to his new role and the Governing Body.</li><li>• Unvalidated data has been received for the academic year 2017/18 showing that the school achievement is high.</li><li>• Teaching staff mid-year performance management reviews were held last term. This gave the opportunity to review the staff progress towards the targets that were set in October, and to discuss their role within the</li></ul>



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	<p>school in the future.</p> <ul style="list-style-type: none"><li>• The Outdoor learning curriculum is continuing &amp; the second Ground Force project event has been held with thanks to parents, friends and staff joining forces to improve the school grounds.</li><li>• In general behaviour remains good. There is however a small number of children that need help and Vicky Borel, an experienced behaviour specialist will be working at the school for ½ day per fortnight.</li><li>• 2 children have received fixed-term exclusions since Easter. In both cases the children have received large amounts of support to meet their needs. These pupils will be leaving St Peter's at the end of term.</li><li>• Attendance is being monitored closely and overall we are seeing an increase in attendance taking us above our target for the year of 96%.</li><li>• The Nurture Room continues to support children in both KS1 &amp; KS2.</li><li>• A Teacher Research Groups (TRGs) is being set up among both teaching staff and support staff. Staff will meet in groups of 3 or 4 to discuss their own practise, be observed and observe others – establishing best practice.</li><li>• EYFS and Year 6 writing was moderated by the Local Authority during this academic year. Staff were required to assess pupils accurately and the LA moderation teams were impressed with the validity of the assessments.</li></ul>
<p><b>6</b></p>	<p><b><u>Committee reports</u></b></p> <p>Resources</p> <ul style="list-style-type: none"><li>• Thanks to AT for her work on the Budget.</li><li>• The school grounds maintenance contract has been changed from CPS to Tim Roper with costs remaining roughly the same.</li><li>• There is a need for the school laptops to be replaced and we also need a new PA system. Thanks were expressed for the support that "The Friends" give to the school and they will be approached to see if they are willing to contribute.</li></ul> <p><b><u>ACTION 100718-01 Many thanks to the Friends to be included in the school newsletter – RB</u></b></p> <p><b><u>ACTION 100718-02 BR will express thanks from the Governors at the next Friends meeting</u></b></p> <p>Foundation</p> <ul style="list-style-type: none"><li>• HD &amp; DN were in school on the 26<sup>th</sup> June for Pupil Voice – one of the things discussed by the pupils was how much they enjoy learning about other religions and would like to visit other places of worship.</li></ul>



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	<ul style="list-style-type: none"><li>• Rev Phillip Rowe is now taking assembly on a regular basis.</li></ul> Teaching & Learning <ul style="list-style-type: none"><li>• Meeting postponed until September.</li></ul>
<b>7</b>	<ul style="list-style-type: none"><li>• Alice Gulliford has been recruited on a fixed 1 year contract to cover maternity leave for Sarah Margea. Georgina Weeks will be SEND lead at the same time.</li></ul> <u>Any other Business</u> <ul style="list-style-type: none"><li>• The questions of lock down of the school and fire drills were discussed. Outside door settings have been changed so that they cannot be opened from the playground/decking side of the school. It was decided that fire drills should be held when least expected.</li></ul> <b><u>ACTION 100718-03 Fire drills to be arrange during lunchtime and also at home time - RB</u></b>
<b>8</b>	<b>Confidential</b> <ul style="list-style-type: none"><li>• None</li></ul>
<b>9</b>	<b>Correspondence</b> <ul style="list-style-type: none"><li>• None</li></ul>
<b>10</b>	<b>Agenda items for the next meeting</b> <ul style="list-style-type: none"><li>• Election of Chair &amp; Vice chair</li><li>• Committees</li><li>• Meeting dates</li><li>• Training</li><li>• SEN</li><li>• Policies</li></ul>
	<ul style="list-style-type: none"><li>• Date of next meeting 13<sup>th</sup> September 2018 at 6.00pm</li></ul>

**Meeting closed at 20.00**



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REFERENCE	ACTION	GOVERNOR
120717-04	Link governor final visit & reports	All
140318-01	Check link Governor reports & issue reminders	JP
090518-01	Contact the Wild Place	KM
090518-04	Foundation Governor	JF
100718-01	Thanks to Friends for their support in school Newsletter	RB
100718-02	Thanks to the Friends at their next meeting	BR
100718-03	Fire drills/Security	RB