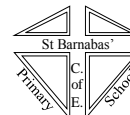


**Minutes of the Meeting of the
Governing Body of Heaton St Barnabas' CE Primary School
7 October 2015**



Present: Mr I Grant (Chair), Mrs D Smith (Head), Mrs J Allan, Rev. J Butler, Mrs J Butler, Dr J Dow, Ms S Nazir, Mrs S Ramzan,

In Attendance: Mrs A Mason (Deputy Head), Mr W Suleman (Business Manager), Mrs S Edwards (Clerk)

Meeting commenced at 7.21pm

Chair welcomed everyone to the meeting, new Foundation governor Jackie Butler was introduced. Dr Dow led the meeting in prayer

Action

01/15 Apologies for Absence

Apologies were received from Mr Howorth. Rev Butler and Ms Nazir sent apologies for late arrival. The Clerk advised that Mary Phillips was appointed Foundation governor earlier in the week but had been unable to attend the meeting. Mrs Smith advised that a further Foundation appointment is being processed by the Diocese.

02/15 Declarations of Interest

No declarations of interest for items on the agenda.
Declarations of pecuniary interest were completed by all governors present.

03/15 Information to be published on-line

All governors present provided information for the Register of Governor's Interests to be published on the website. Noted that the Register needs to include current governors and those who have served at any point in the last 12 months.

04/15 Notification of any other business

None notified.

05/15 Vice Chair - confirmation of term of office and election

Term of office for Vice Chair was confirmed as two years.
Two nominations were received for Vice Chair - Mr Howorth and Dr Dow.

7.25pm Dr Dow left the meeting

A vote was taken; Dr Dow received the majority of the votes cast. Mrs Allan therefore **proposed** Dr Dow as Vice Chair of Governors, 15/17, **seconded** by Mrs Smith and **unanimously approved** by the Governing Body.

7.28pm Dr Dow returned to the meeting

The Governing Body asked for thanks to be recorded for Mr Howorth's previous service as Vice Chair.

06/15 Minutes of 15/715

The minutes of 13/5/15 were **agreed** as a correct record.

07/15 Matters arising from the minutes of 15/715

No matters arising.

08/15 Headteacher's report

Matters arising from the Headteacher's report and from governor's questions:
Admissions There were 400 pupils on roll on census day with 7 more admissions pending. Year 1 is oversubscribed by 1 pupil. Mobility is generally quite fluid, several families have left the area.

Is census day always the same date? Yes, it is always the first Thursday in October and is the same day for every school in England.

Have any Syrian refugees been admitted? No, but there have been some admissions in other parts of Bradford. A £3k grant is available for each pupil.

Behaviour The Merit Shop run by School Council is proving a good incentive and pupils are responding positively. A parent governor confirmed that it is working well. No red slips have been issued this term and Restorative Practice continues to be of great benefit.

SEND The LA is supporting the fast tracking of a statement for a Reception pupil.
Buildings The parents' room was completed in the summer and is an asset. All KS2 classrooms have been painted and the 'colour waves' branding has been painted on corridor walls.

Website Governors were asked to submit a brief biography to Mrs Smith for publication on the governance page of the website.

All

7.55pm Ms Nazir entered the meeting

Confidential item for governors only - see separate sheet

8.02pm Rev Butler entered the meeting

School to school support Mrs Smith gave details of a request from the LA for the school to provide support to other school/s locally. She felt that the school is not currently in a position to help for various reasons but has offered to be back up for Early Years, writing or phonics support. Governors felt this to be a very sensible approach.

Ofsted Mrs Smith outlined the changes in the Ofsted inspection framework from September. Schools currently rated good (and continuing to have good data) will receive a one day inspection, this can be changed to a 3-day inspection if inspectors feel the judgement is better (or worse) than good. There is a separate inspection framework for Early Years and there will be a greater emphasis on safeguarding, the suitability of the curriculum and British values. The next inspection is likely to be in the autumn term, 2017.

Child Protection Mrs Mason is the named person for Child Protection and Mrs Arif is the named Prevent officer; both have completed the relevant training. All staff will take part in Channel online Prevent training.

Curriculum Age related expectations ('emerging', 'developing', 'secure' and 'exceeding') have replaced levels. Full details of test papers for 2016 have still to be released. The school has purchased the Cornerstones curriculum which is proving to be very inspirational.

09/15 Correspondence

None.

10/15 Committees

Committee members, named and link governors were **agreed** as shown in Appendix 1. Committee remits were reviewed, **agreed** to increase the financial delegation limits on page 2 to £5k and £15k respectively, **proposed** Mr Grant, **seconded** Rev Butler and **unanimously approved** by the Governing Body

11/15 Governor vacancies

The Clerk advised that the Governing Body can now nominate someone to the LA governor role, governors were asked to email Mrs Smith with suggestions. The vacancy will also be promoted in the newsletter and on the website.
 An application for the remaining Foundation vacancy is being processed by the Diocese.

12/15 Governor Training/Governor visits into school

Visits into school Mrs Allan has contacted Year 3, Mr Grant has visited Year 6. Dr Dow has visited various assemblies (his RE/Worship report has been circulated to governors). Dr Dow asked governors to let him have brief comments on any assembly/service they attend to add to the evidence file for SIAMS
Governor Training None.

All

13/15 Any other business

Academisation Mrs Smith gave details of discussions within SHINE regarding some of the member schools forming a multi academy trust (MAT), the LA has also been providing information on the academies agenda which governors need to be aware of. Noted that, as an VA school, it would be difficult for Heaton St Barnabas' to join a MAT. Mrs Smith will circulate the SHINE documentation on academies for information.

Head

14/15 Date of next meeting

The next meeting of the Governing Body will be held at **7.15pm** on **Wednesday 9 December**.

Meeting closed at 9.24pm with The Grace

Signed by Chair as a true record: _____ Date: _____

Heaton St Barnabas' CE Primary School

Committee Members, Named Governors and Briefing Representatives, 2015/16

(Observers/advisors in italics)

Pay Policy (Working Party)

Mrs D Smith, Mrs J Allan, Mr I Grant

Pay Review

Mr T Howorth, Dr J Dow, *vacancy, plus the Head in advisory role*

Buildings, Finance & Staffing

Mrs D Smith, Mr T Howorth, Dr J Dow, Rev J Butler, VACANCY, *Mr W Suleman*

Clerk: Clerk to the Governors

Curriculum, Pastoral, SEN and Admissions

Mrs D Smith, Mr I Grant, Mrs J Butler, Mrs J Allan, Mrs M Phillips

Governor observer: Ms S Nazir

Clerk: Clerk to the Governors

Pupil Discipline/Staff Discipline/Staff Grievance/Parental Complaints:

Panel members to be drawn from any non-school based governors as and when required

Appeals:

Panel members to be drawn from any eligible governors

Clerk: Clerk to the Governors

Performance Management (Headteacher review)

Mr I Grant, Dr J Dow, Mr T Howorth

Named Governors

SEN

Mrs J Allan

Literacy

Mrs S Ramzan

Numeracy

Mr I Grant

Child Protection/Safeguarding/Looked After Children

Rev J Butler

Pupil Premium/vulnerable groups/inclusion

Ms S Nazir

RE and Worship

Dr J Dow

Health & Safety

Mr T Howorth

Year Group link governors

Reception Mr T Howorth

Year 3 Mrs J Allan

Year 1 Dr J Dow

Year 4 Mrs S Ramzan

Year 2 Ms S Nazir

Year 5 Mrs J Butler

Year 6 Mr I Grant

Briefing Representative

Mr I Grant

October 2015