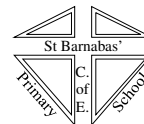


**Minutes of the Meeting of the
Governing Body of Heaton St Barnabas' CE Primary School
16 May 2012**



Meeting commenced at 7.20pm

Present: Mr S Hollis (Chair), Mrs G Evans (Head), Mrs J Allan, Mrs A Ashe, Mrs M Burnley, Mrs R Cawood, Mr A Fiaz, Ms J Hervey

In Attendance: Mr P Baker (Business Manager), Mrs S Edwards (Clerk)

Mr Hollis welcomed everyone to the meeting, Rev Fisher led the meeting in prayer

46/11 Apologies for Absence

Apologies were received and **accepted** from Mr King and Mrs Cormican; Mr Grant and Mr Akhtar were absent.

[Clerk's note: Apologies were received from Mr Grant after the meeting]

47/11 Declarations of Interest

None.

48/11 Notification of Any Other Business

An item of AOB were notified.

49/11 Minutes of the meeting 8/2/12

Mrs Evans **proposed** the minutes of 8/2/12 as a correct record, **seconded** by Mrs Allan and **unanimously approved** by the Governing Body.

50/11 Matters arising from 8/2/12

38/11 Vision and Values The vision was discussed at a recent Positive Parents meeting and will be worked on further after half term.

51/11 Correspondence

Mrs Evans gave details of a letter of complaint (and 50 signature petition) received from a parent. A meeting for parents was convened as soon as possible after receipt of the letter and Mr Hollis wrote to the sender of the letter to invite her to attend (no response was received). **Agreed** that Mr Hollis will write to the sender again to give her another chance to respond.

At the meeting Mrs Evans addressed the concerns mentioned in the letter, including the reasons for the downward trend, actions being taken in School and the work being done with outside partners/agencies such as SHINE. The issues were also discussed at the Positive Parents meeting.

52/11 Headteacher's report

Matters arising from the Headteacher's report:

Progress Key Stage 1 are making excellent progress and should get good results. SATs test are taking place this week, the KS2 reading test (about the Plague) was very difficult. There were mixed views from staff on the maths test but the children said they did not find it too difficult.

SHINE Partnership The inter-school teaching and learning review is on-going and will focus on the overall learning environment and how engaged and responsive the children are. Another strand of work with SHINE is on 'language for learning'.

Some schools in the partnership (4 out of 12) are exploring various ways to formalise the partnership, eg by forming a multi-academy trust and recently had a speaker from the Co-operative Trust. As a VA school HSTB could not become a full member of a trust but may still be able to work with them and have voting rights.

Admissions To date only 58 of 60 Reception places have been filled for September and several pupils in other year groups will move to independent and free schools.

Teaching assistants will be asked go through induction forms with new parents to ensure that details relating to EAL and free schools meals are recorded accurately.

Behaviour Mrs Evans confirmed that figures for bullying incidents and exclusions quoted in the report are for this term only.

Action

Head

53/11 Committee reports

Curriculum 10/5/12 main items discussed were pupil progress and policies.

Rev Fisher flagged up her on going concern regarding the lack of non-school based governors on this Committee.

Finance, 27/4/12 The Committee approved the budget (as per the delegation agreed by the Governing Body). LCVAP (LA Co-ordinated VA Programme) funds may be available for installation of electric shutters and toilet refurbishment, if so the School will need to contribute 10%.

Staffing update Confidential item for governors only, see separate sheet.

54/11 Governing Body Action Plan

Mr Hollis will send out the action plan again prior to discussion at the next meeting (**agreed** to have it as the first item on the agenda).

Next meeting

55/11 Positive Parents

Meetings have been well attended and very constructive, parents are keen to understand school issues and documents such as the attainment plan. It was suggested that governors could attend future meetings (next meeting 8.45am 21/6/12) and that a stall promoting the group could be set up at Heaton Gala (23/6/12).

Positive Parents is a priority for the new PIW, so it is hoped to be able to increase the number of days per week that she works.

A survey based on the OfSTED report will go out to parents this week with a more detailed survey to be sent out after half term

All

56/11 Reports from named governors

Equalities – Mr Fiaz has sent out information on the Equalities Act including some suggested action points. Mrs Evans also circulated an NAHT information sheet and advised that she is seeking more details on exactly what information schools have to provide to comply with the Act. **Agreed** to discuss further at Curriculum and Pastoral Committee and to review the Diversity and Cohesion policy at the next Governing Body meeting.

Agreed to circulate the Diversity and Cohesion action plan with details of action completed and deadline dates for the remainder.

Able & Talented - Mrs Allan and Mrs Cawood circulated their report for governors to read and bring any comments to the next meeting.

C&P
Next
meeting**57/11 Governor Training**

No training to report.

58/11 Any Other Business

Governing Body Constitution Mr Fiaz advised that some governors still have concerns about lack of parent representation on the Governing Body and suggested it that re-constitution to a larger Governing Body may address this. The Head and Clerk gave details of the constitution at present, the rules regarding make-up of the Governing body (proportions of different categories of governor etc.) and the role of associate members. It was **agreed** to collate the information and send out to governors prior to further discussion at the next meeting.

Clerk
Next
meeting**59/11 Dates of next meetings**

Pay Policy working party, 8.15am, **Friday 13 July** followed by Finance at 8.45am.

The next meeting of the Governing Body will be held at **7.15pm** on **Tuesday 17 July**.

Meeting closed at 9.26pm with The Grace

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