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|     |                               | engagement? PB expressed that encouraging parents to be more involved with their children's school experience would be a key outcome. SB indicated an outcome could be relationship building, supporting and raising awareness. DN suggested sending a questionnaire to parents to ask them what they wanted to know about and give out at open days/reviews. The governing body wish to be updated on intervention, accelerated reader and cross curricular literacy and numeracy are being developed at the next standards meeting (LK) and an update would be required at governor visits in the new academic year.   | SB<br>NB/LK          |
| 7.  | School Calendar               | JG asked SB to consider the calendar for the next academic year and inform governors of when the meetings would take place. SB to inform governors accordingly.  | SB                   |
| 8.  | Visit procedures & Proforma   | JG found a useful proforma on the NGA website and proposed that it was used for future visits. NB to update proforma and put on the school site. DN was concerned about intruding when visiting bases. SB explained that governors are most welcome and that in time they would feel more comfortable in the environment.  | JG/NB                |
| 9.  | Update on policies            | NB has conducted an audit on policies and identified outstanding work. Only statutory policies need to be approved by governors. All governors in agreement. NB will produce a list of policies and governors will agree what can be approved by governors and what can be done by headteacher. Governors would like to thank NB on all his work so far.   | NB                   |
| 10. | School Website                | New website live and TG coordinating content.  |                      |
| 11. | Constituion of governing body | DN nominated and PB seconded as JG as Chair of Governors. JG nominated and DN seconded PB as vice-chair. NB to amend any documentation. Short of a parental governor and someone with an educational background.   | NB                   |
| 12. | Health & Safety               | HG booked on H&S training in November and a H&S inspection was due to take place in July 2016 the report will be presented at the next full governors.   | HG                   |
| 13. | Reports from Committees       | JG – well-being committee took place on the 29 <sup>th</sup> June. Presentation from YP and governors were impressed with the level of detail. They discussed trying to identify KPI for mental health and to include positives rather than negatives. A mental well-being policy suggested for pupils and staff. Concerns were raised regarding staff having someone to have clinical supervision with. SB suggested using the school counsellor. Proposal needed at the next well-being meeting about how staff can manage disclosures and difficult situations. Effort needed to record more robustly regarding progress made for pupils. SB suggested the PB & DN speak to DR at Sleaford regarding this area. Discussed KPI and attendance figure and the signs of safety scale. 20% NEET figure discussed – was voluntary work included in this figure? SB confirmed that it was not. DN attended a safeguarding course and passed the certificate to DB with a list of questions that could be asked. | NB/SB<br>SB<br>PB/DN |
| 14. | Development of spreadsheet    | PB asked if all committee meeting minutes are accurate and governors know what actions are required and questioned the need for a spreadsheet? SB would bring this up with NB but it was felt if it helped NB with keeping a track of actions then they are happy for him to update a spreadsheet.   | SB/NB                |

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| 15. | AOB                           | <p>Academy project proposal gone to RSC and Headteacher board today and will notify governors of outcome.<br/> SB &amp; HG going to the New Schools Network next week and will report back to Governors.<br/> SB has been elected on the schools forum.<br/> CA has completed her Masters' degree in special education.<br/> LA has requested more information regarding the school's financial position. The data was being collated and the deadline for return was the 15<sup>th</sup> July.<br/> Meeting at county offices on 15<sup>th</sup> July to discuss LA academy<br/> Proposals. SB to update governors at next meeting.<br/> SB met with Chair of Governors at Horncastle Primary regarding academisation and proposed that PS could be seconded to the school for T&amp;L development.<br/> SB looking at the charity commission website to look at the feasibility of a summer school next year. PB was concerned using school staff for this event but SB would like to offer this opportunity to support staff as they are on a pro-rata salary and may appreciate additional work but only on a voluntary basis.<br/> Still government policy for all schools to become academies by 2022. Concerns raised by SB over the leadership of the proposed MAT. If an academy order has been issued then this could delay Ofsted. JG expressed that he wished the school to continue with the academy process for the time being. DL asked if there are any official young carers? SB to identify and inform DL accordingly. PB asked about current problems with Agresso, under control and improving but still not a fit for purpose system. DL to forward to LK some advice for young carers to include in the parent survey. DL asked about animals in schools – have asked for guidance from environmental health (JG).</p> | <p>SB/HG</p> <p>SB</p> <p>SB/DL</p> <p>DL</p> <p>JG</p> |
| 16. | Date and Time of Next Meeting | The Full Governors meeting finished at 6pm and the date and time of next meeting would be announced at a later date.   |   |

Minutes compiled by

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H Garrett/Secretary (stand-in)

Date:

Minutes agreed as true record

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J Gibson/Chair

Date: