

Minutes of a meeting of the Full Governing Body of Richmond Methodist Primary School Governing Body held at the school on Monday 26th June 2017 at 6pm.		
<p>Present: Jan Linsley, Tom Lascelles, Stephen Rawson, Helen Ring (Headteacher), Peter Cooke, Nicola Hebb, Lucinda Kirk, Julie Swinbank, Nicola Scrafton, Rebecca Simpson and Eithne Longstaff.</p> <p>In attendance: Susan Gardner (RMS Deputy Headteacher-adviser to Governors) Pat Gale (NYCC Clerk)</p>		
Minute No.		Action
PART A - PROCEDURAL		
GB 65/17	<p><u>Welcome:</u> The Chair welcomed everyone to the meeting.</p>	
GB 66/17	<p><u>Apologies for Absence:</u> Apologies had been received and consented to from Rev. Les Nevin and Brian Park.</p>	
GB 67/17	<p><u>Declarations of interest:</u> The Chair notified Governors of the end of her involvement with an Education Trust.</p>	
GB 68/17	<p><u>Confidentiality:</u> None declared.</p>	
GB 69/17	<p><u>Notification of urgent other business:</u> None declared.</p>	
GB 70/17	<p><u>To approve as a correct record the minutes of the FGB held on the 15th May 2017:</u> Governors had been previously circulated with the minutes and they were proposed as a correct record.</p> <p>Resolved: That the minutes of the 15th May 2017 be approved as an accurate record signed and dated by the Chair.</p>	Chair
GB 71/17	<p><u>Matters Arising from the minutes not covered by the agenda:</u> The Chair talked through the minutes and Governors agreed there were no matters arising that had not been covered by the agenda or summarised in the summary of actions. (Attach.1). GB 58/17-it was agreed that:</p> <ul style="list-style-type: none"> • The Chair and Nicola Hebb would be co-link governors for safeguarding. • Rebecca Simpson would be SEND Link Governor. • Nicola Scrafton would be SRE Link Governor. • Eithne Longstaff would continue to be Pupil Premium Link Governor. 	

	<p>Resolved: a) The Chair thanked Governors for volunteering to take on these important link roles. GB 52/17a) - The Head teacher said she had discussed the prices of school meals with other HTs in the area and after some discussion it was agreed that the price of meals should increase from £2.10 to £2.20 a day from September 2017. <i>Q: Will you let parents know about this proposal as soon as possible?</i> <i>A: Yes through a newsletter to parents and via the website.</i></p> <p>Resolved: b) That the price of school meals would increase from the start of the autumn term, and the HT would notify all parents.</p> <p>GB 52/17b)-It was noted that a review of costs would be discussed at the Joint Collaboration Committee the following day. Resolved: c) That issues relating to finance of the Collaboration would be considered at the JCC on the 27th June 2017.</p>	<p>Chair</p> <p>HT</p> <p>JCC</p>
<p>GB 72/17</p>	<p><u>To agree the dates for meetings of the 2017/18 academic year:</u></p> <p>Governors discussed the potential of changing days from Mondays to Thursdays, as it would be more practicable for other HT/DHT school commitments. However, after much discussion it was decided to continue with Mondays. Resolved: The first meeting of the 2017/18 academic year would take place on the 2nd October 2017 at 6pm.</p>	<p>All</p>
<p>PART B-STRATEGIC DIRECTION</p>		
<p>GB 73/17</p>	<p><u>To review Governance arrangements :</u> The Chair had circulated a schedule and focus of potential themes and policies to be considered at each meeting. Resolved: a) Dates would be identified for circulation and agreement at the first meeting of the autumn term.</p> <p>The Chair reported that the Governance Statement for 2016/17 would be finalised with information about Governor attendance, the new Instrument of Government, policies that had been approved, and the priorities for 2017/18 in 'working towards becoming an outstanding school', the strategic direction and implementation of changes.</p> <p>Resolved: b) The revised Governance Statement would be received for approval at the first GB of the 2017/18 academic year.</p> <p>The Clerk had circulated the revised Instrument of Government for information.</p>	<p>Chair/ HT/ Clerk</p> <p>Chair/ Clerk</p>

<p>GB 74/17</p>	<p><u>To receive an update on Governor training and development:</u></p> <p>The Chair asked Governors to report on any training undertaken since the last meeting,</p> <ul style="list-style-type: none"> • The Chair had successfully been appointed as National Governance Lead (NGL), which would generate funding for the school, if commissioned to support other schools in governance development. • Nicola Scrafton had undertaken medical training in a condition known as Trachycardia Hypermobility, that could affect some pupils in the school, so would be helpful for staff to be aware of it, she would leave leaflets about the condition in school. • Stephen Rawson had undertaken health and safety and fire risk training with West Yorkshire Police, which could be potentially useful in his H&S Link Governor role. <p>Resolved: a) That records or certificates of training should be forwarded to the clerk for placing in the training Log, and the Chair was congratulated on her success in attaining NGL status.</p> <p>The Chair reported that it would be useful if strategic documents, Ofsted and SIAMS reports, and evidence of Governor involvement could be stored on 'OneDrive', a secure area for Governors on the school website.</p> <p>Resolved: b) That the HT and Jackie Walker would take this suggestion forward in the next academic year.</p>	<p>All</p> <p>HT/ JW</p>
<p>GB 75/17</p>	<p><u>Discussion on the strategic vision for the school:</u></p> <p>The Chair circulated a presentation on what had been achieved and some observations on what had been learnt from a year that had included a 'Good' Ofsted judgement and a 'Good', very positive SIAMS experience and judgement and a year of challenge and change for staff and pupils.</p> <p>The key observations included:</p> <ul style="list-style-type: none"> • sometimes err towards the operational rather than strategic • do we all know enough about all areas of school life? • are we optimising our efforts and skills to get the best for the school? • are we allowing the leadership team to lead the school? <p>Governors discussed whether there were any areas they wished to change- such as</p> <ul style="list-style-type: none"> • six not nine FGB meetings a year • One learning walk a term, three a year- process to be coordinated by Rebecca Simpson. • Less focus on strategic direction next year. <p>Resolved: The Chair agreed to prepare a report based on discussions about strategic direction throughout the year for inclusion in the Governance report.</p>	<p>Chair</p>

<p>GB 76/17</p>	<p><u>Staffing Update:</u> The Headteacher updated Governors on recent and planned changes, especially in the Early Years Foundation Stage, with a new experienced team from September to take forward the action plan.</p> <p>More collaborative work with Arkengarthdale, more sport and music across both schools, by sharing staff and skills through a joint 'learning Friday' at RMS, supporting children with transition, social skills and broadening the skill base of staff .</p> <p>A member of teaching staff continues to be on long term sickness meanwhile a supply teacher is teaching Year 3 pupils.</p>	
<p>PART E- POLICY APPROVAL</p>		
<p>GB 77/17</p>	<p><u>Policy Approval:</u> All Governors had been circulated with the following policies for consideration and approval.</p> <ul style="list-style-type: none"> • Whistle-blowing Policy and Guidance-approved • FOI Publication Scheme-approved • Recruitment and Selection-approved • Maternity and Paternity Leave Policy-approved • Charging Policy –it was felt that the policy needed rephrasing in order that pupils should not be discriminated against for financial reasons. <p>a)Resolved: That the Charging Policy should be delegated to the HT to rephrase, approved in principle, and considered at the December meeting.</p> <ul style="list-style-type: none"> • Lettings Policy-Governors questioned whether the charges were financially viable and categories C and D should be changed to B. <p>b)Resolved: That the Lettings Policy should be approved in principle with the amends raised, and considered at the December meeting.</p> <ul style="list-style-type: none"> • Sex and Relationships Education Policy- to ensure that parents should be informed and have the right to not let their child participate in SRE education if so wished. <p>c)Resolved: That the SRE Policy be approved in principle with the assurance raised about parental knowledge and decisions.</p>	<p>HT</p> <p>HT</p> <p>HT</p>
<p>PART F-OTHER BUSINESS</p>		
<p>GB 78/17</p>	<p><u>What impact have we as Governors of this school had on pupils as result of this meeting?</u></p> <ul style="list-style-type: none"> • A final review of our strategy, emphasising strengths and a basis to streamline future meetings. • More specialist link governor roles. • Focus on Learning Walks. • Approval of policies. 	

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GB 79/17	There being no further business the Chair on behalf of the Governing Body thanked the Headteacher and all staff for taking the school through a successful year of inspections, challenges and changes; and wished everyone a lovely summer. The meeting closed at 8pm.	
	<u>Date of the next meeting of the Full Governing Body:</u> Monday 2 nd October 2017 at 5.30pm for a 6pm start. Please send any apologies to the Clerk Pat Gale : 07793 846 441 Pat.gale@northyorks.gov.uk;	