THE GOVERNING BODY OF PARK ROAD JUNIOR, INFANT AND NURSERY SCHOOL

Minutes of a meeting of the Governing Body held at 4.30 pm at the School on Tuesday, 21 May 2019.

PRESENT

Mr Greg Wadsworth (Chair), Mrs Gita Ali, Mrs Julie Hampson, Mrs Memunah Shaikh, Mr Mark Thompson.

In Attendance

Mrs Margaret C Webster (Minute Clerk)

2696. APOLOGIES FOR ABSENCE, CONSENT AND DECLARATIONS OF INTEREST

Apologies for absence were received from Mrs Firoza Chopdat (consent) and Mr Michael Davis (consent).

There were no declarations of interest.

2697. NOTIFICATION OF ITEMS TO BE BROUGHT UNDER ANY OTHER BUSINESS

No items were notified.

2698. REPRESENTATION

(a) The following item of representation was reported:

<table>
<thead>
<tr>
<th>Resignation</th>
<th>Category</th>
<th>With effect from</th>
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<tr>
<td>Miss Angela Tamm</td>
<td>Co-opted</td>
<td>01/04/2019</td>
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(b) Appointment of Co-opted Governor

Mr Thompson volunteered to change his category from Parent to Co-opted, if it would be easier to recruit a Parent Governor. There were several nominations for the last Parent Governor election. The next nominee would be approached as to whether they were still interested in becoming a Parent Governor.

2699. MINUTES OF THE MEETING HELD ON 19 MARCH 2019

RESOLVED: That the minutes of the meeting held on 19 March 2019 be approved and signed by the Chair as a correct record.

2700. MATTERS ARISING

There were no matters arising.

2701. CURRICULUM LEADERS TO UPDATE GOVERNORS

This item was covered at the last meeting.
2702. **FINANCIAL MANAGEMENT AND MONITORING**

The Head Teacher presented the 3 year plan. She mentioned that school numbers were looking very promising, and that most areas were already full. The school would be approaching parents with a view to them applying for Pupil Premium.

Governors discussed staffing options, and financial projections, which were explained by the Head Teacher.

2703. **APPROVAL OF THE BUDGET 2019-2020**

RESOLVED: That the budget had been approved and signed by the Chair of Governors.

2704. **HEAD TEACHER’S REPORT AND GOVERNORS’ QUESTIONS**

The report had been circulated prior to the meeting, and reported as follows:

- Same as last time, but the school had a Year 3 teacher and Year 1 teacher on fixed term contracts. The Year 1 post would end in August, which would leave a post to be filled.

- Interviewed last week and appointed a teacher for Year 6, who will also lead PE.

- Trips and events taking place during the rest of the term.

- Head Teacher attending an Ofsted workshop in June.

- Data from the assessments done before Easter. She was happy to report a more positive result than when last reported.

- Number of children making age-related expectations was much better since the changes in staff were made. Also that new to English children were doing very well in reading.

- There was a lot going in staff meetings in preparation for September.

- The Health & Safety Audit had been postponed.

- Attendance was looking good, although it would be affected by Eid.

**Q.** Were there any children on TAFs or Child in Need?

**A.** No there were none.

**Q.** What would you do about the TAs?

**A.** The Head Teacher explained where each of them would be placed.

2705. **SCHOOL DEVELOPMENT PLAN – PRESENTATION BY HEAD TEACHER**

The Head Teacher explained that Claire Booth in Year 2 would lead literacy whilst Sarah Hewitt was on maternity leave.

The Head Teacher explained that the format of homework would be changing, and the CGP English, comprehension and maths book was showed to Governors.
She also mentioned that working on timetables and the homework books would be reviewed regularly.

In the case of children who did not complete the homework, the Head Teacher would speak to their parents.

A Governor enquired about the possibility of a homework club for the benefit of children who did not get support at home, and the Head Teacher agreed that this could be looked into.

A Governor suggested looking into the possibility of a sponsor for a homework club. The Head Teacher would ask around about this idea.

The Head Teacher reported that handwriting would be looked at again, as it was a bit irregular.

The Head Teacher reported that outcomes had been left at amber, and that the Pupil Premium could not be explained until the results of how the children had achieved was known.

Q. How were school events organised?
A. Debbie organised events before Christmas and Eid which raised funds for the school.

A Governor suggested taking some children for a bag pack at Tesco.

It was noted that the school fund was able to be kept at £9,000 and all trips and events were heavily subsidised.

2706. REVIEW OF SCHOOLS COMPLAINTS POLICY

The new Policy had been received today from the LA, and would be sent out to Governors.

2707. GOVERNOR TRAINING, GOVERNOR VISITS AND DISCUSS DRAFT SPECIAL RESPONSIBILITIES OF GOVERNORS FOR 2019/2020 FOR A DECISION AT NEXT MEETING

The Vice-Chair mentioned that the draft Special Responsibilities needed to be reduced, and would be finalised at the next meeting.

A Governor was concerned about the height of the lock on the outside gate, presenting a hazard to the children. The Head Teacher would ask the School Business Manager to contact the Governor on what could be done to alleviate this risk.

A timetable of Governor visits would be arranged for next year.

A Governor mentioned that it may be helpful to look at training from the Skills Network which was offered free. Also a Health & Safety qualification was offered by them.

2708. ANY OTHER BUSINESS

There was no other business.
2709. DATES OF FUTURE MEETINGS AND POSSIBLE AGENDA ITEMS

RESOLVED: That the next meeting of the Governing Body be held at 4.30 pm at the School on Tuesday, 18 June, 2019.

2710. PLANNING – ITEMS FOR THE AGENDA – NEXT MEETING

- Presentation by Spring Grove Executive Team
- Formalisation of Governors responsibilities for next academic year
- Safeguarding – overview by Mr Wadsworth

2711. AGENDA, MINUTES AND RELATED PAPERS – SCHOOL COPY

RESOLVED: That no part of these minutes, agenda or related papers be excluded from the copy to be made available at the school, in accordance with the Freedom of Information Act.