

Notes of the meeting of the Full Governing Body of St Mark's C of E Primary School held on Thursday 30th November 2017 at 6.00 p.m. at the School.

Present: Mr P Barfoot (Headteacher), Mrs J Grant (Staff), Mr S Ibbs (Foundation), Mr A Thiedeman (Local Authority), Mr T Ward (Foundation-**Chair**), Canon A Whittaker (Foundation) Mrs D Outhwaite (foundation)

Apologies for Absence: Mr S Barber (Foundation), Mrs E Turner (Parent), Ms C Watson (Foundation)

Declaration of interests: none

Welcome and Prayers: the Chair led the prayers

Chair's Comments:

- acknowledged need to bolster committees and increase the regularity of meetings of the Leadership and Management Committee, particularly with regards to Financial matters. Agreed: a half-termly meeting of L & M Committee to focus on finance and budget matters
- TW has joined L & M committee.

Parent Governor vacancy

- No nominations for Parent Governor vacancy in October. One parent expressed interest in becoming a Governor but is not currently ready to commit. Asked to be approached in a year's time (Autumn 2018).

Foundation Governor Vacancy

- Advert placed in the December 2017 parish magazine

Minutes of the previous meeting: The minutes of the meeting held on the 27th September were agreed as a correct record with one revision, proposed by Mrs Outhwaite: that the words 'Mrs Watson volunteered to take on the role of Safeguarding Governor', be added to the section on Safeguarding. Proposed by Mrs Outhwaite and seconded by Mrs Grant.

Action: PB to check with Clerk as to the expectations of members of a GB holding roles such as Safeguarding or SENDCo Governor

Matters Arising:

- 3 students already accepted places on 2018 – 2019 School Direct programme
- Pupils raised £826 towards the defibrillator for the village hall by doing a sponsored 'extra mile'
- Natland and Oxenholme Pre-School to offer 30 hours of care from January 2018 (in line with Government expectations and offer to working parents) by working with MOSAICS to provide
 - some breakfast and after school club places to pre-school children
 - one afternoon per week of forest school activities based at St Mark's (using the Nest)
- Trinity Art competition judged by James Townsend, Director for the Church of England Foundation for Educational Leadership and Nick Klein Director of NISCU and won by Nicole Gibson and Gideon Crees (both in Reception Class)
- MDS (Mid-day Supervisor) post to be advertised before the end of the Autumn term
- Parent invited to provide training for teaching staff on Islam from their family's perspective on Wednesday 6th December @ 4.00. Members of the GB invited.

- **Action: PB still to update staff and GB photo board**
- **Action: Decision still to be made on protocol for school Social Media presence**
- Whistleblowing Policy to be sent out to staff and members of the GB for checking before adoption at the next FGB meeting
- SI asked how school deals with a non-return of a signed Home School Agreement. PB explained that the document still stood as an explanation of expectations and the basis of discussion with parents whether signed and returned or not.
- SI requested that Site Security be added to Safeguarding as a regular agenda item for all FGB meetings

Correspondence: members reminded of:

- School Christmas Dinner on Tuesday 12th December
- the request for items for the GB Christmas Hamper raffle prize for the school Christmas Fair on Thursday 14th December
- the planned leaving party for Elspeth Mukerji on Monday 18th December in school from 4.00 – 5.00 p.m.
and the request for gift donations

Headteacher's Report

- **Ofsted report** – teachers given development help and resources for maths. The Headteacher observed teachers and states people feeling more confident in looking at different ways to teach their phase. More involvement from children (pupil talk and reasoning). Early days for the new approach to make a significant difference.
- **Pupil Numbers:**
 - A family has moved nearer Kendal from Burton-in-Kendal, one child in Year 1, one in Year 4.
 - A child has joined Reception Class
 - Current pupil total 177 48% boys 52% boys
- **Attendance** since September 2017: 96% (4 % absence) Highest individual levels of absence relate to holidays in term time.
- **Student Placements:** Nicola Christensen (School Direct) successfully completed a series of visit days and the Beginning Placement in Year 1 in the Autumn term. We are currently hosting John Coulson and Cass Ainsworth (School Direct students) in Y1 and Y5 respectively. They will complete Developing Placements in January and February 2018. 3 students have already been recruited for the School Direct programme in 2018 – 2019. Interviews for these have been held at St Mark's and conducted by Rachel Esposito and PB with other KCP Headteachers.
- **Appletree School:** 4 students are joining the St Mark's choir in preparation for the Young Voices event at Manchester Arena in January. 2 students are joining Y6 each Thursday morning to provide mainstream school experience before leaving to start new foster home and school placements.
- KCP no longer employ the team of counsellors directly. Counselling is available at per hour cost to the school using the same counsellor (Tessa Hagendoorn) who now works on a freelance basis.

Finance Report

Proposed ***Procedure for Financial Delegation*** adopted.

Teaching assistant support in Y6 class to help prepare pupils for end of KS 2 assessments in May.

Broadband System IT (contracted IT providers) offer Broadband to school at cost effective rate.
Action: School Business Manager to explore the cost of continued provision of Espresso curriculum support if purchased outside the package agreed in current BT contract. If cheaper than current contract, SBM and HT to agree to end BT contract and arrange new contract through System IT.

Members of staff paid at the living wage level to increase to £8.75/hour effective from 6th November 2017

Teaching and Learning: Predicted Outcomes (2018)

Headteacher shared predicted outcomes for EYFS, Y1 Phonics, End of KS 1 and End of KS 2 assessments

Safeguarding update

- Section dealing with staff use of mobile devices in school has been added to the Staff Code of Conduct.
- DT and KK have completed Paediatric First Aid training
- PB and AW attended Safer Recruitment training provided by the Kym Allan Health and Safety Consultancy. Key message: to be as rigorous as possible in gathering evidence and information about any one before interview to test their motives for working in schools and with children. Schools to be less naïve about the long term and seemingly innocent plans of many abusers.
- Staff to receive update to Team Teach de-escalation and physical intervention training. The sessions planned for early in the Autumn term were cancelled. To be re-arranged in staff training days in September 2018.
- Security issue raised: when wet at the beginning of the day and front door locked during staff briefing some parents leading children into school through the staff entrance (near the photocopier).

Action: PB to make 'no entry, staff only' sign for that door.

Governor Training: no training to report since previous meeting

Premises Report

- LCVAP bid for phase one of heating system replacement sent to Diocese. Process supported by Cowan and Co who also drew up plans. Diocesan panel to meet in the new year. £80K requested to cover replacement of pipework and radiators in the original parts of the building. This will include removal of asbestos in panels behind original 1960's radiators.

Teaching Schools

- The loss of Teaching School status at the Queen Katherine School has left certain gaps in provision in the Kendal area. The Government uses Teaching Schools as the vehicle through which certain services are provided e.g. initial teacher training (ITT), school to school support, continuing professional development, support for Newly Qualified teachers and leadership development. Two KCP schools are considering applying for teaching School status and are likely to approach the Kendal Primary Partnership School Direct (for which St Mark's is the Lead School) to support their application as provider of ITT.

Action: PB to work with KCP schools to support application for Teaching School status.