

**DRAFT**

**MINUTES OF FULL GOVERNORS MEETING**  
**Held on Tuesday 7<sup>th</sup> February 2017**  
**Portland Road Site**

Present:        Jeff Nixon (Chair)                                Maddie Southern  
                      Shahena Bashir (Vice Chair)                Lisa Marshall  
                      Mark Drayton    Jo Corbett  
                      Stephen Terry     David Swindells  
                      Charlotte Freeman (Clerk – minutes)

1.    Apologies for absence  
Apologies were received from Sarah Shaw, Nicole Reeves, Mike Lawson and Jo French.
  
2.    Notification of any urgent business  
DS to lead a matter raised at the Parent Council meeting under item 6 - UNICEF Rights Respecting Schools Award.  
JN and MD to cover additional monitoring report from SEN visit in December – this will be looked at under 'Safeguarding' within item 5.  
SB to take the Chair at item 8.  
JN to attend the GSP meeting on Wednesday 8<sup>th</sup> February.
  
3.    Declaration of Interest  
None declared for the meeting.
  
4.    Minutes of the last meeting/matters arising  
The minutes were reviewed and agreed from the previous meeting held on Tuesday 6<sup>th</sup> December 2016. Signed copy on file.  
Actions within the minutes were marked as completed.  
New Parent Governor – expressions of interest now received and nominees have now been invited to provide a pen portrait to include with ballot papers. JC offered to speak to anyone who may wish to discuss the role of Governor further.
  
5.    Reports from committees
  - **Chairs of Committees** held on 03.01.17
  - **Leadership and Management** held on 17.01.17  
*Still awaiting news on funding for additional support in year 3. Having the consistency of the additional member of staff means that the children are now more settled and this fits right for their needs.*  
*Declaration of Interest statement within the Financial Policy reads as correct and all staff and governors must now sign the register. The Financial Policy was ratified given*

## DRAFT

*confirmation of this and the action remains ongoing as a staff form is created along with a staff policy.*

- **Curriculum and Outcomes** held on 25.01.17
  - **Safeguarding Board** to be held on 07.02.17
- MD relayed the SEND monitoring visit report to the FGB.  
The Equalities and Diversity Policy was ratified.*

All were agreed as true accounts of meetings.

### 6. Parent Council Meetings

The request to look into the school ascertaining an additional award was raised at the recent Parent Council Meeting – UNICEF Rights Respecting Schools Award.

An evaluation of the award was placed on the GVO – it was felt this award followed the school's ethos and would go hand in hand with WWO. A teacher would be required to take ownership of this in completing and collating the work.

MS suggested as an SLT to audit the award and come back to the next FGB meeting.

**ACTION:** DS/NR to sit down together to review and discuss where we could go with the award and report back to the next FGB meeting. DS to feedback this action to the Parent Council.

### 7. Governor Induction Pack

LM introduced the New Governor Induction section on the GVO. This enables on hand up-to-date information for any new members.

JC suggested a tour of both sites for new Governors.

A thank you to LM and CF was noted for all their work in creating this page.

### 8. Head Teacher's Report

Questions raised were minuted as attached.

### 9. AOB/ Date of next meeting: **Tuesday 4<sup>th</sup> April 2017.**