

<p style="text-align: center;">The March Church of England Primary School At a meeting of the full governing body held at the school on 29 January 2018. Meeting started at 5.30pm</p>		
Present:		
Mr John Proctor (Chair), Mrs Justine Howard, (Vice Chair) Mrs. Nicola Metcalfe, (Head Teacher), Mrs Stella Aldred, Mrs Mary Isgar, Ms Liz Coyne, Mr Nick Brown		
Rev Rachel Hawes arrived at 5.35pm		
1.	Prayer	The prayer was made by the Nicky Metcalfe
2.	Apologies:	Apologies were received from and were approved. Mrs Fiona Lewis
3.	Welcome back to JP and RB.	
	The Vice Chair welcomed a new staff governor Ms Liz Coyne to the Full Governing Body.	
4.	Declarations of Interest:	
	There were no declarations of interest.	
5.	Approval of Minutes - FGB Meeting 18 December 2107	
	The minutes from the last meeting were proposed by MI and seconded by LC. The Instrument of Government will be reviewed shortly. FGB minutes are now on the school website for the last 3 meetings.	
6.	Matters and actions arising from Minutes	
	The letter regarding the use of Social Media to be circulated to the Governors. JP to still update e schools with the minutes from previous FGB meetings. Head Teacher to find out whether flowers have been sent to HS and SBS. Completed.	
7.	Is the strategic plan evident in the SDP links from Mark Craig INSET?	<p>New Proposed School Development Plan and comments:</p> <p>NM gave an update of the conference attended. The inset day in March will focus on the school development plan, focusing on a broad and balanced curriculum.</p> <p>Goals and priorities will be from the Thinking Governance workshop; each section is one page with action plans that are there to back these up.</p> <p>The sections are made up:</p> <p>Overview of Effectiveness of</p>

	<p>How will the SDP be monitored in relation to impact on learning and outcomes of pupils?</p> <p>How do we ensure that as Governors our challenges for progress against milestones are visible?</p>	<p>Leadership and Management, using Ofsted Key Goals,</p> <ul style="list-style-type: none"> • Section 1. Leadership and management • Section 2. Quality of teaching, learning and assessment • Section 3. Personal development, behavior and welfare • Section 4. Outcomes for all pupils • Section 5. Effectiveness of EYFS <p>Staff and Governors will use the Impact to date column to evidence any outcomes. Using the Milestones Governors can challenge the HT on a termly basis at the FGB to explain how the school is progressing against specific measures.</p> <p>There was a discussion around the document and lay out. Governors raised that if the Milestones are added to the FGB minutes, then the HT monthly would be challenged and the Governors would base questions on to the HT to find out how the school is progressing.</p> <p>Thanked Head Teacher for the work put into putting the document together.</p> <p>March 29th is School Inset Day (9-4pm), Governors are also invited to spend the day with the staff, action planning.</p>
<p>8.</p>	<p>Challenging questions? How do we ensure that the website is compliant and fit for purpose?</p>	<p>Website Updates: In October Head Chair and another Governor met with Louise Stallard; the report has just arrived. The website has been checked against DFE requirements and its is compliant . However the advisor has now advised that there are changes needed to be compliant after the meeting where she agreed it was</p>

		<p>fine. These have now taken place</p> <p>Compliance The key Compliance tracker is used alongside E schools and DFE guidelines</p> <p>The next meeting date is April, focusing on SEND, Inclusion, and Disadvantaged groups of children.</p>
9.	<p>Any other Business:</p> <ul style="list-style-type: none"> • Safeguarding - no incidents recorded, Safeguarding , SCR has been monitored and a spot check by the Governors. All staff have completed training for safeguarding including new staff. • LC is going to be taking the SEN qualifications, starting her course next week. • SJ - will continue with Pupil Premium • Early Help plans - NM training next week • Proposal is to have an Inclusion Team, made up of NM, LC, SJ where more people are responsible and we are less vulnerable as a school if there are staff sickness - Governors approved this new team within the school structure. • Currently all EHP paperwork in hand. • Exclusions - None this term • ICT - NM asked for permission to dispose of the old computers by JSPC - approved by the Governors. • GDPR (General Data Protection Regulations) - NM asked for Governor help with this piece of work; RB put herself forward. Decided that we discuss at the Finance meeting next week. • School Audit on 24/25 February 2018 - policies, schemes of delegation, minutes of meetings, FGB/Finance, website • Finance meeting next week; budget due end of March. • Library - proposal of moving the books into the Enquiry Centre, creating a focal area with the books. Changing the room into an Intervention area. Governors approved the proposal. • Staff posts discussions 	
11.	<p>Dates for next meeting:</p> <p>26 February 2018 at 5.30pm 26 March 2018 at 5.30pm</p>	
12.	<p>Action to be taken</p> <p>To recruit a new clerk.</p>	

	Signed..... Chair
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