

<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 25th September 2017 meeting started at 5.30pm</p>		
Present:		Mr. John Proctor (Chair), Mrs. Nicola Metcalfe, (Head Teacher), Mr Nick Brown, Mrs Sue Bradstock-Smith, Mrs. Stella Aldred, Mrs Fiona Lewis, Mrs Justine Howard, Rev Rachel Hawes,
1.	Prayer	The prayer was made by the Rev Rachel Hawes.
2.	Apologies:	Apologies were received from and were approved. Mrs Mary Isgar, Mrs Rachel Bryan, Mrs Nicola Smallwood
3.	Welcome New Governor	
	The governing body welcomed the new governor, Rev Rachel Hawes. She is an Associate Rector in a full time post and St Peters is very fortunate to have her.	
4.	Declarations of Interest:	
	There were no declarations of interest.	
5.	Approval of Minutes - FGB Meeting 17th July 2017	
	The minutes from the meeting held on 17 th July 2017 were proposed by SBB and seconded by JH and were approved.	
6.	Matters and actions arising from Minutes	
	<p>There are two vacancies on the governing body, a Parent Governor and Foundation Governor. However after discussion with the Diocese it has been agreed that as the governor body has sufficient representation from parents and until the foundation governor has been replaced, the governing body will not be looking to replace the parent governor presently although will be in consultation with the Diocese</p> <p>Once the Foundation Governor is replaced, the election of a Parent Governor will take place.</p>	
7.	Safeguarding	
	<p>There had been no incidents to report under safe guarding.</p> <p>In line with government guidelines safeguarding will appear regularly on the agenda.</p> <p>A copy of the updated Safeguarding Policy is attached with these minutes.</p> <p>A copy of the updated copy of the Safe Guarding Policy will be put on the website so that parents can access the updates.</p> <p>All staff have signed the association by disqualification and this is part of</p>	

	<p>the recruitment and induction process .</p> <p>All copies of job applications, references and qualifications are kept by the school for every member of employed staff</p>	
8.	Data	
	<p>The governors are reminded that the data issued by the Head Teacher is unvalidated and therefore cannot be discussed with anyone outside the governing body. A copy of the data is attached with these minutes.</p> <p>Once the Department of Education (DofE) has validated the data, the governing body will release a report to the parents on the school website.</p> <p>The school is happy with the overall improvement. Areas of math's are still challenging and this continues to be a focus by the school, alongside spelling.</p> <p>Head Teacher gave a detailed overview and discussion on the progress of EYFS KS1 Phonics and KS2. All other year groups attainment and progress were all discussed. Assessment team had also analysed the progress of groups within the school and disadvantaged groups</p>	
	Governors challenge	SLT Response
	Governors observed a difference in data for a particular year group and questioned this.	<p>The Head Teacher explained that to ensure that data is consistent teachers must guarantee that data and observations are consistently added.</p> <p>The Head Teacher has discussed this with the particular member of staff and actioned this through more training</p>
9.	Any Other Business	
	<p>The Head Teacher had to raise an issue that has been on the rise recently. Both she and other members of her staff have been victims of verbal abuse by parents over the first couple of weeks of term. In one case the school has sent a letter informing the parent of the course of action the school is going to take, including the possible removal of the license that allows parents on the premises. This letter is a Template letter and provided by the Head teachers advisory section and the Key for Governors.</p> <p>The Head Teacher is also meeting with Community Officers and Highways to discuss how to manage incidents in relation to parking.</p> <p>It was agreed that a letter would be sent to all parents outlining appropriate behaviour regarding face to face abuse to staff, including abuse by social media, detailing the action the school will take if this occurs.</p> <p>It was proposed that the school purchase body-worn cameras. The governors approved to the purchase of this equipment.</p> <p>.</p> <p>A INSET has been arranged on 20th October 2017 at 8.30am till 4.30pm with</p>	

	<p>Mark Craig - Thinking Governance. JP attended a conference run by Mark Graig and found him very inspirational. All governors are welcome to attend. The role of Senco is currently being covered. Governors approved cover for these responsibilities in the short term.</p> <p>Staff insurance is covered for any sickness leave for teachers</p> <p>JP advised the governors that Portsmouth Water were planning to replace the water pipes outside the school, running from Goodwood to A27. The work is scheduled to take 3 months and will disrupt the dropping and picking up of children. The Governors were asked to inform the parent forum and find out if a walking bus from the church could be organized when this starts.</p> <p>No date for this work has been received as of yet.</p>
10.	Date of Next Meeting
	Tuesday 31 st Oct 2017 at 5.30-7pm
11.	<p>Action to be taken</p> <p>RH to advise the school on action to take re: face to face and social media abuse.</p> <p>Letter to parents outlining acceptable use of social media and action the school will take in response to any verbal abuse receive by the staff, whether in school or on the playground.</p> <p>Body worn Cameras to be purchased if needed</p> <p>Governors to issue Data Report online once data is validated by the DofE approx DEC 2017</p> <p>Date for Governors diaries -20th October 2017 at 8.30 to 4.30pm - Thinking Governance.</p>
	<p>Signed..... Chair</p> <p>Dated.....</p>