

**Ashleigh Primary School and Nursery
Minutes of the FGB meeting held at 5pm
On Thursday 7 March 2019**

	<p>Present: Kate Wood (KW), Joanna Satterley (JS), Tara Riddle (TR), Lisa Bramford (LB), Carolyn Ellis-Gage (CEG), Hayley McRobbie (HM) and Sam Greenhalgh (SG) Sam Nixon (Head SN) and Melissa Marfleet-Collins, (Chair MMC) joined the meeting at 6pm. In attendance: Johanne Bolver (JB) - Clerk</p>	
1.	Apologies and welcome.	
1.1	CEG welcomed new governor Sam Greenhalgh to the meeting. Apologies were received from Becky Mizon (BM, Danni Lacey (DL) and Gavin Tash (GT).	
2.	Notification of any other urgent business	
2.	None.	
3.	Declaration of Business Interest/Conflict of Interest	
3.1	None.	
3.2	SG completed a register of business interest form.	
4.	Minutes of previous meeting 3.12.18	
4.1	The minutes were agreed as a true and accurate record. The Chair signed the minutes and they were filed by the Clerk.	
4.2	Confidential minutes The minutes were agreed as a true and accurate record. The Chair signed the minutes and they were filed by the Clerk.	
5.	Matters arising	
5.1	Point 5.1 Governor structure on website to be updated. Action.	MMC KW MMC
5.2	Point 5.5 KW to complete GDPR training. Ongoing. Action.	
5.3	Point 14.3 MMC to circulate 360 feedback questionnaire. Action.	
6.	Membership of the Governing Body	
6.1	Nothing to report	
7.	Headteacher's report (Report was circulated on Governorhub).	
7.1	SN had circulated his report on Governorhub which governors had read and key highlights were shared with governors.	
7.2	Ofsted Framework – SN returned the consultation response. SN and DL attended a Vnet presentation where the Framework was discussed.	
7.3	Staff member to start maternity leave. How will this be covered? Challenge. Joe Mills 2 will cover days and Hannah Meak will cover 3 days.	
7.4	What is the latest on the additional children we were requested to take? Challenge. SN has heard nothing.	
7.5	Federation – see CONFIDENTIAL	
8.	REPORTS FROM COMMITTEES	

8.1	Finance and Personnel including Budget Revision – 25.2.19 Minutes had been circulated on Governorhub and governors had read.	
8.2	Premises, Health & Safety Committee including Safeguarding and Child Protection Policy –23 1.19 a) Accessibility plan is to be reviewed 2020. b) Extensive conversation had re unsatisfactory position we have been left in due to nursery steps and concrete on slip road. JS wrote to Isabel Horner at NCC and has not received a satisfactory response. As a gesture of good will, we have been offered £6,500 to correct these but would need to engage our own contractor. (We owe them £5,000). JS to escalate the matter to Seb Gasse. Action. c) Child protection online system will continue. d) H&S audit taken place. e) Legionella contract taken place and certain valves need investigating. SN has escalated the matter. f) Digital sign in and out process installed and working well.	JS
8.3	School Improvement Committee –17 January Meeting not yet taken place.	
9.	SCHOOL IMPROVEMENT AND DEVELOPMENT PLAN	
9.1	Detailed in HT report.	
10.	PARENT SURVEY	
10.1	This is available to view on Governorhub and will take place annually. Feedback was generally positive.	
11.	PUPIL PREMIUM GRANT AND OTHER FUNDING	
11.1	In monitoring visits.	
12.	SAFEGUARDING	
12.1	Snagging issues took place over half term.	
12.2	SN and DL took review of the safeguarding files.	
12.3	Recent pupil survey taken place and all children feel safe.	
12.4	DL completed Safeguarding review.	
13.	VULNERABLE GROUPS UPDATE	
13.1	Next week there is a county moderation of LAC within the school. CEG met with DL and confirmed there is excellent progress and evidence of the children in place and was in the outstanding element for evaluation.	
13.2	Only 1 at present LAC and child is making good progress.	
13.3	Pupil Premium children are making good progress. Pupil premium is very well placed and is having an impact as the gap is closing.	
13.4	SEN – Amy completed first module of SENCO training and is well supported by DL. Main area of SEN needed in school is Social and Emotional Health.	
13.5	1 x EHCP application in process.	
14.	ATTENDANCE TARGETS	
14.1	The School's attendance target is 96.5%, we are currently at 97.2%.	
15.	SCHOOL POLICY REVIEW	
15.1	SEND Cluster, Cluster Travel, Cluster Absence Governors approved the above policies.	

15.2	Finance Policy and Governor Induction Policy. Agreed in Finance Committee.	
16. 16.1 16.2	Governor monitoring, development and training LB attended maths monitoring which was very positive. Report to be uploaded. Action. Development of SEN provision and approach for assessments are the next steps. JS attended Year 6 assessment meeting and discussed SATs week which was well attended.	LB
17.	Dates/Times of future meetings <ul style="list-style-type: none"> • 18.6.19 – Deep Dive Day the FGB at 1pm 	
18. 18.1	Confidential items Federation update	
19. 19.1	CORRESPONDENCE None	
20. 20.1	AOB None.	

Meeting closed at 7pm

Signed: Chair **Date**