

LGB Minutes of Wilcombe School held on 05.12.18

Date & Time	5 th December 2018 17:45	Location		Wilcombe School
Attendees		Attendees		
Reg Gilbert (RG)	Headteacher	Caleigh Battishill (CB)	Staff Governor	
Sue Risdon (SR)	Chair	Heather Connor (HC)	Community Governor (Safeguarding)	
Paula Westacott (PW)	Parent Governor (H & S)			
Lesley Finan (LF)	Governor (SEND)			

Apologies	Absent Without Apology
Graham Cossey	Prior Engagement

In Attendance	Minutes to
Maria Phillips	School admin
	Company Secretary

Minutes	
1/2018	Welcome and Introduction
2/2018	Election of Chair (and Deputy) to local governing body SR nominated by RG, seconded by LF – unanimous. Term of office 12 months
3/2018	Apologies Graham Cossey – prior engagement
4/2018	Declaration of Interests None
5/2018	Minutes of the Previous Meeting held on 28th June 2018 The minutes of the meeting held on 28 th June 2018 were agreed and signed by the Chair of Governors.
6/2018	Matters Arising 12/2018 - SR to complete Safer Recruitment Training ongoing 5/2018 - Advertise for Parent Governor – ongoing RG 7.1/2018 – Complete 7.3/2018 – RG explained that next data report would be clearer using iDash 10/2018 – HSA added to the agenda.

7/2018	<p>Report from Chairs Group SR gave a summary of the report. No questions</p>
8/2018	<p>Standing Reports</p>
8.1/2018	<p>Health and Safety</p> <p>No report – However, PW will be meeting with EE to complete this. This will be provided for the next meeting.</p> <p>ACTION: PW to contact EE and provide report for Spring 19 meeting.</p>
8.2/2018	<p>Safeguarding</p> <p>Report previously circulated via Sharepoint. RG summarized report, no questions arose.</p>
8.3/2018	<p>SEND</p> <p>No report – LF unable to meet with SM. RG informed the LGB that there were currently 19 EHCPs either in place or have been written and submitted. RG explained the EHCP system and how this effected funding.</p> <p>ACTION: LF to provide report for Spring 19 meeting.</p>
8.4/2018	<p>Website</p> <p>Due to limited governor numbers this is not seen as a priority. However, RG stated that the new website was up and running.</p>
9/2018	<p>Governor Challenge Tracker</p> <p>Challenge – Persistent Absentees – why is this higher than average?</p> <p>RG explained it was early in the year, so mathematically this would be higher. There has been significant illness in the locality.</p>
10/2018	<p>Headteacher report</p> <ul style="list-style-type: none"> a. Receive the School Improvement Plan b. Self-Evaluation Form judgements c. Sports funding review for 2017/18, also plan for 2018/19 d. Pupil Premium review for 2017/18, also pupil premium plans for 2018/19 e. Evaluation of School performance data – for 2017/18 f. School organisation and numbers on roll g. Exclusions h. Attendance – review of overall attendance figures from last year, monitor current school attendance and review attendance target for 18/19 i. School events – pupil activities j. IDSR Report – ASP / School Data <p>The Headteacher’s Report was previously circulated via Sharepoint. However, RG summarized elements of the report</p>

	<ul style="list-style-type: none"> • How staff's appraisals were linked to the SIP. • That he had judged all areas on the SEF to be good and highlighted those he felt were outstanding. • Nursery numbers had increased. • PE funding – explained how this was restricted.
11/2018	EYFS Audit report This has not taken place
12/2018	Monitor the School budget RG stated that the school was still in a deficit position. However, he was working with the finance team to reduce this if at all possible.
13/2018	Admissions – review of LGB Admissions Committee No admission issues
14/2018	Local items of business <ol style="list-style-type: none"> a. Named Governor Representatives for <ol style="list-style-type: none"> i. Health and Safety – PW – until a replacement can be found ii. Safeguarding – HC – to include Mental Health Governor iii. SEND - LF iv. Website (Optional) b. Home School Agreement – RG Explained what this covered. c. Security and Site update – RG gave an update, no issues to report. New boundary fence and gates now complete.
15/2018	Governor training SR to complete Safer Recruitment Training
16/2018	Items for Directors and Innovative Practices None
17/2018	Date and Time of Next Meeting Monday 18 th March 2019
	The minutes below are approved as a true and accurate record of the meeting Signed _____ Date _____ Printed _____