

**MINUTES OF THE MEETING OF
THE GOVERNING BODY OF ST MICHAEL IN THE HAMLET PRIMARY SCHOOL
HELD AT 4.30^{PM} ON TUESDAY, 06 FEBRUARY 2018 AT THE SCHOOL**

PRESENT

Amanda Patmore – Chair
Laura Yallop
Nic Corke
Sara Doherty
Jonathan Ellis
Rona Lucas
Nena Mitchell
Laura Moreton
Mike Nikeas
David Patmore
Ruth Town

ALSO PRESENT

Maggie Willetts – School Business Manager
Lisa Richards – Observer
Sue Faulkner - Observer
Terry Brown - Clerk

18/01 WELCOME AND APOLOGIES FOR ABSENCE

The Chair welcomed governors to the meeting and introduced Sue Faulkner, Chair of St Francis De Sales Junior school. There were no apologies for absence.

18/02 REGISTER OF INTERESTS

- i. There were no changes to the register of interests.
- ii. There were no new declarations in respect of agenda items.

18/03 PUPIL COUNCIL REPORT

Mia and Amber gave a report. The key points were as follows:

- i. £1275.50 had been raised for Children in Need.
- iii. The next fundraising activity would be for Sports Relief. Children and Staff would dress up as famous sports stars and complete an obstacle course.
- iv. The School Council had met with Mrs Town to discuss: Key Stage 2

pupils being allowed to bring in their own health snacks, as KS2 lunchtime was later than KS1, park benches for the yard (possibly funded from the School Shop), and options for afternoon playtime..

Governors thanked Mia and Amber for their report.

18/04 BUDGET REPORT

M Willets gave a report. The key points were as follows:

- i. The local authority finance officer was to visit the school this week to review the budget monitor.
- v. Outstanding income was coming in. Therefore the end of year balance was expected to be positive. .
- vi. The figures for next year's budget were not yet available.
- vii. Generation of additional funds through after school clubs was being looked into.

Governors thanked M Willet the report and approved the revised budget.

18/05 MINUTES OF PREVIOUS MEETINGS

The minutes of the meeting 10 October 2017 and confidential minutes of the meetings 19 December 2017 and 10 January 2018 were approved as a correct record and signed by the Chair with the following amendments:

10 October 2017 Page 3 pt ii insert "full time" after "16"

10 October 2017 Page 6 Liverpool Governors Forum insert "due" after "were"

19 December 2017 M Nikeas and S Doherty were not present.

The following matters arose from the 10 October 2017 minutes:

- i. Item 17/30 Nursery Provision – R Town, L Richards, and the Nursery Leader, would be working with the local authority finance officer on options to sustain and strengthen the Nursery provision.
- ii. Item 17/32 Lockdown Procedure – the Resources committee had looked at bids for funding shutters and alarms.

- iii. Item 17/35 Governor Visits – these were now included in the Headteacher’s report.
- iv. Item 17/36 Link Governors – link governors were encouraged to make contact with their respective teacher / class.

ALL

The following matters arose from the confidential minutes 10 January 2018:
Governors discussed a confidential item which regulations require be minuted separately and would not form part of the public record.

18/06 COMMITTEE REPORTS

Governors received the minutes of the following committees:

- i. Resources Committee. Expenditure continued to be monitored closely.
- ii. Standards – the committee revised the ASP (Analysing School Performance) data and the inspection data dashboard. The data generally looked good and the school exceeded the coasting criteria. It was expected that Ofsted would focus on Early Years and Key Stage 1. It was noted that the children were entering schools with increasingly complex needs, while at the same time schools were expected to deliver ever increasing outcome for Early Years and KS1. M Hints, DGT consultant and Ofsted Inspector, was to carry out a practice Ofsted inspection and would be speaking to governors as part of that process.

18/07 POLICIES

Governors reviewed and approved the following policies:

- i. Complaints (including vexatious complaints).

18/08 HEADTEACHER’S REPORT

R Town presented a comprehensive report. R Town highlighted the following points:

- i. There were an increasing number of children with high levels of

- emotional / mental health needs. Consequently more counsellor time was being brought in, a nest provision had been set up for KS1 and similar provision was being considered for KS2.
- ii. A Hope University student was working with Early Years.
 - iii. Talk for Writing had been rolled out to KS2 as well as Early Years and KS1. The programme was being moderated with other DGT schools. KS1 was to be moderated later in the year, KS2 had already been moderated. The moderation had confirmed the schools own judgements.
 - iv. The SEND consortia was commissioning its own outreach services.
 - v. The school had achieved the silver award for Philosophy for Children (P4C), only one other school in the city had achieved this award. Governors thanked Sally, P4C lead.
 - vi. R Town thanked governors for their support for the school's Christmas events.
 - vii. The School Improvement Plan had been revised in response to the latest pupil progress data.
 - viii. Governors were provided with the SEF (Self Evaluation Form) and were invited to review it and email any comments to Mrs Town.
 - ix. There had been two pupils excluded for two fixed term periods.
 - x. Attendance was above the local authority average. The possibility of using the mini-bus to pick up children was being examined.

ALL

Governors thanked Mrs Town for her report.

18/09 LIVERPOOL LEARNING PARTNERSHIP / DINGLE GRANBY TOXTETH NETWORK

- i. DGT – the subscription for DGT this year was £7.5K. Governors asked whether the school could afford this. R Town explained that this was extremely cost effective as DGT can source projects for groups of schools, which would be much expensive if schools sourced them individually.
- ii. LLP – subscription for LLP was £3 per pupil. With other sources of funding LLP was able to deliver services to schools amounting to £10 per pupil.

18/10 LIVERPOOL PROMISE

A Patmore outlined the key elements of the Liverpool Promise. The central aim was to be the best city in the UK to grow up in – where children are healthy, happy, safe from harm, ready to learn, ready for school and ready for work. All partners across the city had signed up to the Promise and each partner was to produce an action plan as to how they would meet their element(s) of the Promise. Liverpool Governors Forum was drawing up the action plan for governors. Strategic and Operational groups would monitor and assess the impact of the Promise. A Patmore was a member of the Strategic Group.

18/11 GOVERNING BODY ITEMS

Governors considered the following items:

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| i. | Governors were encouraged to use the Governor Evaluation Form when they visit the school or take part in training. A Patmore agreed to email the form to all governors. | ALL |
| ii. | Governors were reminded to check their emails and respond promptly when required. | ALL |
| iii. | The Code of Conduct was circulated and governors were requested to sign it if they had not already done so. | |

18/12 LIVERPOOL GOVERNOR'S FORUM

The next LGF conference was to take place Saturday 14th April the key speaker would be Paul Bradshaw speaking about online safety. R Town and L Moreton were to speak to the next LGF general meeting, 20 February, on the Data Hub.

18/13 DIRECTOR'S ITEMS

Governors received information on the following Director's items

- i. National Funding Formula
- ii. Liverpool Learning Partnership
- iii. Liverpool Promise

18/14 DATE AND TIME OF FUTURE MEETINGS

Full Governing Body Tuesday 22 May 4.30pm

The meeting closed at 6.30 pm.