






Local Governing Body Meeting

Company Number – 08075785

MINUTES

Date: 15/05/17	Venue: Mountford Manor Meeting Room																	
Attendees: Rachel Skates – Principal (RS) Suzanne Gregory – Chair (SG) Carl Humphreys – Vice Chair (CH) Chris Fox – Staff Governor (CF) Candida Hutchinson – Acting Chair (CH) Claire Lane – Community Governor (CL) Jason Newbold (JN) Community Governor Minutes: Dawn Hadgraft (DH)																		
Circulation: Local Governing Body/Governors website																		
Absences:	Kirsty Handy (KH), Liz Matthews (LM)																	
Approved Apologies:	Gareth Williams (GW), Frank Stockwell (FS), Simon Fox (SF)																	
Item No.	Description		Action															
1	<u>Apologies/Absence</u> Gareth Williams (GW), Franki Stockwell (FS), Simon Fox (SF) and Kirsty Handy (KH)																	
2	<u>Declaration of interest</u> <ul style="list-style-type: none"> • The was no declaration of interest 																	
3	<u>Approval of previous meeting</u> <ul style="list-style-type: none"> • Minutes from previous meeting held on 20th March 2017 were approved by the LGB <p style="color: red; margin-top: 10px;"><u>Action Item Summary</u></p> <table border="1" style="width: 100%; border-collapse: collapse; margin-top: 5px;"> <thead> <tr> <th style="width: 15%;">Date</th> <th style="width: 55%;">Action Item Summary</th> <th style="width: 30%;">Governor</th> </tr> </thead> <tbody> <tr> <td style="text-align: center;">20/03/17</td> <td>KS Lead Reports on same format for LGB reports</td> <td>C Hutchinson</td> </tr> <tr> <td></td> <td style="color: green;">Candida to speak to KS Leads after pupil progress</td> <td></td> </tr> <tr> <td style="text-align: center;">20/03/17</td> <td>KH to ask support staff about drop in sessions – Staff were fine with the drop in sessions, the TA’s wanted individual feedback.</td> <td>K Handy</td> </tr> <tr> <td></td> <td style="color: green;">Staff were fine with the drop in sessions, the TA’s wanted individual feedback.</td> <td>Rachel Skates</td> </tr> </tbody> </table>	Date	Action Item Summary	Governor	20/03/17	KS Lead Reports on same format for LGB reports	C Hutchinson		Candida to speak to KS Leads after pupil progress		20/03/17	KH to ask support staff about drop in sessions – Staff were fine with the drop in sessions, the TA’s wanted individual feedback.	K Handy		Staff were fine with the drop in sessions, the TA’s wanted individual feedback.	Rachel Skates		
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	20/03/17	Visual information/Scoop re attendance for parents	R Skates/D Hadgraft
		Schoop is proving a real issue, people have signed up for it but have not put their child's name to it. At present we have no texting service so we have to go back to making phone calls home. The format of schoop is to make us paperless. There are no templates to be able to send one to all members. It also affects our staff who have older phones and cannot accept schoop. Candida to take this up with Simon.	C Chutchinson
	20/03/17	CH to meet with Elly re Pupil Premium even via email	C Humphreys
		After next LGB Meeting	
	18/4/16	School Council to be invited to next meeting	26 th March 2017
	28/11/16	RS to sort out dates for Governor training (Challenging during LGB)	R Skates
		Rachel and Candida to sort dates after SIP/SEF	
	15/05/17	Candida to find out where Mountford Manor is on the list for our new EWO	C Hutchinson
15/05/17	Prepare case studies of pupils who have significantly below average attendance or who are persistently absent.	R Skates	
4	<p>Chris Fox has resigned from being a staff governor. CHut took this opportunity to say thank you to you for your guidance and support in this additional role to your teaching commitment. I appreciate you staying on until the end of this academic year. I would also appreciate you promoting the role to your colleagues to support us with recruitment. RS said it will be looked into in a staff meeting.</p> <p>When CHut walked into school today she mentioned that the children were all enjoying their dancing/singing morning and how very polite they were and holding the doors open.</p> <p>Governor Updates:- There will be a lot of changes within the White Horse Federation due to Lauren Costello leaving, this is going to be a big loss. There has recently been a strategy morning at the WHF where it was discussed of the new opportunities coming up for staff.</p>		

	<p>Swindon's Hub is safe and well supported, and it is about developing the other support networks in the other 3 hubs, being Gloucester, Wiltshire and Oxfordshire and making the model we have in Swindon carrying across the other hubs so as they become more self-sustained.</p> <p>Like Simon Cowley being a Primary Director for Swindon, the view is a Primary Director in each hub.</p> <p>There will be other opportunities for staff to be trained for Ofsted Inspectors like Simon Cowley.</p> <p>During this strategy meeting it was discussed that a lot of information missing is from Governors which will be discussed at a meeting taking place on Thursday 18th May 2017.</p> <p>There are also new schools and fragile schools joining The WHF.</p>	
5	<p><u>Year 5 and 6 School Council:</u> - Due to KH off sick this will be moved to another date.</p>	
6	<p><u>Key Stage 1 Updates – Please see embedded report:-</u></p> <p> Current Key Stage 1 Overview.docx</p> <p>No questions asked</p> <p><u>EYFS Lead Update – Please see embedded report:-</u></p> <p> Report to governors May 17 E\</p> <p>No questions asked</p> <p><u>Key Stage 2 Updates – Please see embedded report:-</u></p> <p> Key Stage 2 update term 5 2017 (002).do</p> <p>No questions asked</p>	
7	<p><u>Principal Report – Please see embedded report:-</u></p> <p>  Principal's report to Govs May 2017.docx NOV - Mountford Manor 28-04-17.doc</p> <p>A governor asked RS how had the SAT'S had gone. RS said that they had gone really well unlike previous years, Year 2 SATS were taking place this week. SG said that all the teachers needed to be recognised for all their hard work and their support during SATS week.</p>	

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RS spoke about the Mocksted visit which took place on the 28th April 2017 by Simon Cowley and Alan Derry and spoke about the actions (Report attached), and that there is nothing major that needed addressing.
 One of the actions (5) on the attached report is attendance which is 1% lower than last year this is due to families taking holidays, sickness but we do have an Education Welfare Office who has been employed by The White Horse Federation.
 CHut is going to find out where we are on the list.
 Action (6) which is work scrutiny that when Ofsted come in and they are presented with a child's book that it is not a child who has been on holiday.
 Action (12) a governor asked about the marking policy and it being consistently applied.
 A governor said that we were waiting on feedback.

A governor asked some of our teachers who have come to teach at Mountford after coming from a school with outstanding from Ofsted and come and teach at Mountford which is only good.
 Due to some very difficult children and families 90% is social work and 10% is teaching.
 RS said that a lot of work is currently being done with the younger children at Mountford to find out if there are any issues from at school or home so as our Parent Support Officer (SG) and CC Family Support Officer can work with the families and if there are problems then they are caught early rather than later.
 CHut spoke about 5 ways to wellbeing which could be fitted into the curriculum for early years there is currently a case study at Gorse Hill Primary School. Swindon Mind is in the process of resourcing each part of the package.

AOB:-

There will be a 9am start for the next meeting being held on Monday June 12th which will involve looking at books/maths/estates

Next meeting Date:- Monday 12th June @ 9.am

Date	Action Item Summary	Governor
29/2/16	Bill Jerman to see PP Governor	SG/CH
28/11/16	RS to speak to DB (Caretaker) re checking KS1 paths for fox poo	Closed
18/4/16	Report on PP and put in newsletter	Closed
18/4/16	School Council to be invited to next meeting	KH
29/2/16	Bill Jerman to see PP Governor	SG/CH
18/4/16	Report on PP and put in newsletter	Closed
29/2/16	Advertise PP to parents/RS to talk to SMT	Closed
11/1/16	Dates for Link Governors	Closed
11/1/16	Nationwide Readers to come in and read with Y5	Closed
11/1/16	Advertise Breakfast Club	Closed
29/2/16	Update from JD on SRP	Closed
18/4/16	Re-send values form from LD	Closed
18/4/16	Report from School Council on what has been done this year	Closed
18/4/16	LM to contact Rupert at Roves Farm (Tractor Tyres)	Closed

	18/4/16	SG to speak to ER (Tractor Tyres)	Closed	
	29/2/16	Governors survey on values	Closed	
	29/2/16	Governors training on values	Closed	
	29/2/16	Approach libraries regarding free books	Closed	

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