**Bishop Road Primary School Governing Body** 

Chair: Mr Mark Worsley
Vice Chair: Ms Lorraine Woodward

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Head Teacher: Mrs Gillian Powe
Deputy Head Teacher: Mr Joe Emissah



## **FULL GOVERNING BODY MEETING - TERM 4**

Held in the Silverthorne Building meeting room on Thursday 22 March at 6.15pm

## **DRAFT MINUTES**

PRESENT:

Lorraine Woodward (Acting Chair) (LW)
Gillian Powe (Head Teacher) (GP)

Joe Emissah (Deputy Head Teacher) (JE)

The meeting was noted to be quorate

John St Leger (JSL) Kathie Auton (KA)

Brooke Storer-Church (BSC)

Thomas Barr (TB) Cedric Sanguignol (CS)

Dara Ely (DE)

Sarah Gillingham (SG) George Hutchinson (GH)

TEM	MINUTE	ACTION
1	Welcome & Apologies for Absence	
	Apologies were received from Mark Worsley, Kate Head and Liang-Fong Wong	
2	Attendance & Business/Pecuniary Interests Register	
	The register was circulated and signed by all present.	
3	Approval of Minutes of Last Full Governing Body Meeting (FGBM) Held on 23 November 2017	
	The Minutes were agreed and signed as a correct record, with an amendment to the section on uniform hijab.	
4	Matters Arising	
	Governing Body Development Plan	
	This was discussed and it was agreed that updates to include Learning Walks, attendance of briefings, Teaching & Learning committee briefings would be added	KJ
	It was noted that Uniform needs to be added to the next FBH&S committee agenda	KJ
	Letter to Schools Forum – it was reported noted that this was never noted as correspondence to the forum, however this matter has been superseded by events.	
	Governors' photos- not yet complete. GH to progress.	GH











ITEM	MINUTE	ACTION
5	Re-election of Governors	
	Co-opted governors Lorraine Woodward, Dara Ely and Kathie Auton all confirmed they wished to stand for re-election. SG proposed and BSC seconded their nomination, they were re-elected by unanimous vote for an additional term to 28/3/20.	
6	Head Teacher's Report & SDP Update	
	GP resumed her report.	
	The snow closure was discussed, the main considerations were staff and pupil safety, temperature in classrooms, whether ancillary staff could get to work. Governors agreed with the approach taken.	
	Governors discussed the use of Sports Premium funding and the limitations on its spend. Agreed that some funding should be spent on sports kit next financial year.	
	Governors questioned admissions data – GP reported the school is almost full, most leavers leave due to parents moving out of area. There is a waiting list in some year groups.	
	Governors asked about links with universities, GP reported the school has developed good links with Bath Spa University and UWE – GP and Leif Overment visit to talk to trainees, and coordinate visits to publicise the school as a place to work. One new recruit this year as a result. School are also trying to develop links with Exeter.	
	Governors asked about swimming – this is now only Year 5 and 6, for ease of management. A letter was sent out to parents to notify.	
7	SEF and SDP	
	SEF not changed this term – to be discussed at next meeting.	
	enn.	
	SDP  Reading Conversations - GP reported that the Reading Festival was very successful.	
	The Art of Painting – new approach to painting this year with a training day for teachers and new materials – really positive feedback so far. Good quality paints also increase the children's enjoyment.	
	Pen Print and Presentation – the move to cursive handwriting was debated. Feedback is positive, spelling has improved, good progression can be seen with writing. All agreed positive decision.	
	New Horizons – Parental careers visits were discussed in detail, governors felt this was a very positive move as it helps pupils know what skills they need to focus on when they go to secondary school. KA raised governors' desire to target a wide breadth of careers when planning parental careers visits, as discussed at Teaching and Learning committee. Governors also flagged the need for a good gender balance.	
8	Feedback from Governors Learning Walk	
	Governors fed back that the Learning Walk on Meteorology had been very impressive, teachers' dedication came through and it was clear that a lot of work had gone into it. They asked that their thanks be passed on to teachers. Governors like the unique topics the school chooses as these spark children's interest.	
	GP highlighted the importance of big topics and associated precise terms for assisting children's language and expanding horizons. The use of an associated fancy-dress day was discussed,	

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9	Chairs of Committees' Reports – Teaching & Learning Committee 5 March 2018, Staffing & Pay 27 February 2018, Finance, Buildings Health & Safety 6 March 2018	
	All committee minutes taken as read and not discussed.	
10	Partnership Working Update – Schools and Unis	
	Links have been forged with Bath Spa University and UWE to encourage good quality students to apply for teaching positions at BRPS. GP and JE reported that the overall standard of applicants has not been as good as in previous years, however good candidates have been selected. Governors discussed the possible reasons for this and queried whether other similar schools had the same experience, which they do. It was agreed that it was very important to continue to forge these links with universities.	
11	GDPR Draft Policy	
	The school has to appoint a Data Officer by 25/5/18, and it was proposed that Trading with Schools be appointed. NW24 schools are doing their own tender for the position, but it was felt it was too late to join for this year. Options should be re-appraised next year. This approach was agreed. The role of the Data Officer was queried and discussed.	
	Governors also need to appoint a data link governor by 25/5/18 – it was agreed that LW would be appointed to this role.	
	Draft Policy – This was issued before Bristol City Council issued their model. It has been superseded, Trading with Schools will prepare a new policy as part of their role. This will be adopted by FBH&S committee and FGB before 28/5/18.	
12	AOB	
	SEND Policy. Policy for re-adoption, has not been amended. It was noted that section 11 needs amending to remove Chris Shrimpton. All agreed to re-adopt.	
	Weather Balloon. Governors were shown a video of the school's weather balloon from meteorology week being released – feedback was very positive.	
13	Date & Time of Next Meeting	
	Thursday 10 May 2018 at 6.15pm	pa - 1777 (2

Minutes agreed by the Governing Body and signed by the Chair

SIGNED: DATE: 10 May 2018