



WENSLEY FOLD CE PRIMARY ACADEMY

GOVERNORS COMMUNITY COMMITTEE MEETING

(Incorporating Sites & Buildings and Extended Schools)

MINUTES

WEDNESDAY 28 FEBRUARY 2018 AT 5.00PM

PRESENT: John Leigh (JL) Donna Simpson (DS) Ehsan Raja (ER),
 Johar Dungerpurwala (J D)) Dr Rehana Master (RM),
 Safina Alam (SA) Julie McFeeley (JM) Marianne Bennison (MB)

IN ATTENDANCE S. Pfeiffer (SP) Sara Burton (SB) Sue Blackwell (SB)
 Mary Hutchison (MH – Clerk)

Minute No.	Item	Action to be taken
CO/21	Apologies for Absence Elaine Rae	
CO/22	Minutes of the last meeting 15.11.17 The minutes of the last meeting were formally agreed at Full governors in Dec 2017	
CO/23	Matters Arising from the Minutes <u>CO/17 External review of Governance</u> DS informed all governors that a recent review had taken place involving 2 dates which 7 governors attended. This has resulted in several actions one of which being the governors skills audit being redone. MH to collate responses before FG in March 18.	
CO/24	Register of business interests (any changes) MH noted that there were no changes to the above	
CO/25	Monitoring of School Operational & Development Plan <u>Charity</u> SP informed the governors that we continue to raise funds for our nominated charity 'Lancashire Minds'. We recently held a 'Valentine Wear Red' non uniform day and our Charity co-ordinators Mrs Sidat and Mrs Jack are planning other events such as another film night which proved popular. DS reported that the Better Reader volunteers had also expressed an interest in forming a Charity Committee to organise and be part of future events. <u>Eco schools</u> SP reported that the key focus for ECO was gaining the green flag. Mrs Sharples had recently met with Mrs Smith who is assisting with this work.	
CO/26	Update SEF DS reported that Focus Education had recently been called upon to evaluate our SEF. This came back and it was decided to grade ourselves as good with elements of outstanding. The SEF will now be updated and will be ready to distribute to governors by the end of next week.	
CO/27	Monitoring & Ratifying of Service level agreements <u>Safeguarding Board</u> No Problems <u>Grounds Maintenance – Nurture</u> No Problems <u>Property Services – Capita</u> No Problems <u>Waste collection – LA</u> No Problems	

	<p>CLEAPPS No Problems</p> <p>Pest Control No Problems</p>	
CO/28	<p>Review policies: Admissions 2019 - 2020 Complaints policy Disability and Equality Policy incorporating Accessibility Plan CCTV Policy School Behaviour Policy Trips and Visits The above policies were updated with minor changes which were agreed by governors. Signed copies in the office</p>	
CO/29	<p>Children in Our Care report DS reported that we currently have no children in our care.</p>	
CO/30	<p>Health and Safety Issues There were no Health and Safety Issues to report. DS informed governors that school closed last Thursday due to snow. All procedures were followed as the Business Continuity Plan.</p>	
CO/31	<p>Building work DS reported that quotes had been sought from 3 businesses to extend the dining hall which would result in fitting another class of children in comfortably. This followed a visit from ER and SA who reported their concern about how quickly the children had to digest food in order for the next classes to come in. The total cost would be just under £30000 and the company to be used is the one who carried out the work for the new School Direct office and the music room. This was agreed by all governors.</p>	
CO/32	<p>Extended Schools update SB informed everyone that we continue to provide a wide variety of clubs resulting in 236 children taking part. The full report is at the end of these minutes as Appendix 1. DS thanked MB for her hard work and support with Childrens University and school clubs which was very much appreciated. JM thanked Sara for her hard work and concise report.</p>	
CO/33	<p>Governor Training</p> <p>Training R Master - Prevent J. McFeeley – Safer Recruitment E Raja – Safer Recruitment M. Hargreaves – Safer Recruitment E Raja – School Finance Management J. Dungerpurwala – Finance Management</p> <p>CPD Training O Fairless, J Leigh, J McFeeley, A. Hussain, R Master, J Dungerpurwala, S Alam</p>	
CO/34	<p>Governor visits to school</p> <p>Visits Julie McFeeley – Early Years Visit Julie McFeeley – SEN Visit Julie McFeeley – Better reading visit J. Leigh – Friday Headteacher meetings J. McFeeley/J.Leigh – Panel for Ext Leave S. Alam – DT M. Hargreaves – PSHE Visit</p>	
CO/35	<p>School Direct update DS reported that applications for the above were nearly 50% down as at the same time last year. This is not a reflection on our training but is a country wide pattern. We are currently</p>	

	interviewing for September intake and at the time of writing our numbers total 9. We continue to maintain our high standards in recruitment for the course. Our current intake of 19 students are now currently completing their 2 nd placement and are doing very well in our partner schools within our alliance.	
CO/36	Any other business School Holiday Pattern 2019 – 2020 DS informed governors that this has been set in line with the previous holiday patterns. Governors agreed with the holidays.	MH to publish on website
CO/37	Date & Time of Next Meeting Wednesday 20 June 2018 at 5pm	

PLEASE ENSURE YOU BRING YOUR COPY OF YOUR GOVERNORS HANDBOOK & SCHOOL DEVELOPMENT & OPERATIONAL PLAN TO THE MEETING. THANK YOU.