

Thongsley Fields Primary and Nursery School
Minutes of the Full Governing Body Meeting
21st February 2017 at 4:00pm

1) To record attendance and declarations of interest and to receive and accept any apologies for absence

Governors present:

Mim Piper (MP) (Chair)
Lisa Moule (LM) (Acting Head)
Kerrie Tonks (KT)
Melica Cutbush (MC)
Rebecca Pentney (RP) (Acting Head)
Derrick Woolf (DW)
Graham Heywood (GH)

Also present:

Mary-Lou Tyler (M-LT) (Clerk)

Apologies received and accepted:

Trina Moesbauer (TM)

Attendance sheet was completed as above, no declarations of pecuniary interests were declared.

Meeting commenced at 4.00pm and was quorate.

2) To agree the minutes of the last meeting.

The minutes of the meeting held on 17.1.17 and 3.2.17 were reviewed and were **agreed** to be a true and correct record and were signed by the Chair.

3) Matters Arising not covered elsewhere on Agenda

None

4) Policy review

Pay policy for 2016-17

GB reviewed wording for the annexes using policies from other schools as a starting point and agreed all wording for the required documentation. Policy was then **agreed** and adopted by the GB.

Trade Unions

This is a model policy from EPM with no changes since the last policy was adopted by the GB. Therefore the GB **agreed** to adopt the policy without amendment.

Disciplinary rules for all employees

This is a model policy from EPM which replaced the 2 polices the school had previously no changes were needed, therefore the GB **agreed** to adopt the policy without amendment.

Equality and diversity policy

This policy was agreed by the GB it now need to go the trade unions and staff for consultation.

Policy & Guidance on the Effective Management of Behaviour including Restorative Approaches and Appropriate use of Physical Intervention

This is a CCC model policy no changes were needed therefore the GB **agreed** to adopt the policy without

amendment.

5) Discuss how the GB can be more visible to staff and for staff to have a better understanding of the role of the GB

MP thanked MC for creating the GB display board in the staffroom.

There was a discussion about how the GB can be more visible to staff and it was **agreed** that the Acting Heads would take this to staff for their ideas of what they would like.

There was also a discussion about being more viable to parents with the GB **agreeing** to have a stand at each parents evening.

6) AOB

The GB discussed the membership of the GB in light of KT leaving her post in the locality team at the end of March. The GB asked that M-LT investigate if it would be possible to co-opt a teacher on the GB.

MP read a letter from the Head at St Peters School which invites the GB to attend a meeting to find out how the 2 schools can work together. It was agreed that MP would write back to accept and ask for some dates.

MP also reminded Governors of the importance of attending training and requested that Governors were pro-active in responding to emails from M-LT with training sessions being run by Governor services. DW requested information on Governor induction and Health and Safety which M-LT will look into for him.

Meeting closed at 6.45pm

Accompanying Documents

Item	Document description
2	Minutes of last meeting
4	Policies

Action Plan

Action	By Whom	Deadline
LM and RP to speak to staff re GB visibility	AHs	End Spring B
Governors to look at training offers and email M-LT	ALL Governors	ASAP
Letter to St Peters to be written	M-LT/MP	End of Spring B
GB membership re co-opting a teacher	M-LT	End of Spring B