

**THE MINUTES OF THE GOVERNORS MEETING OF GREAT
DUNHAM PRIMARY SCHOOL HELD ON TUESDAY 12th APRIL 2016
HELD IN SCHOOL AT 5.30PM.**

1. PRESENT: Gordon Phillips, Kim Whitlock, Steve Treavett, Sue Davis, Sharon Nour. Chris Ridout, Jan Emmerson, Brenda Upton, William Barratt, Paul Gorham. Cherie Wild, Clare Gill.

2. APOLOGIES: None

3. QUORATE 50% Of 12 = 6, 12 attending

4. DOES ANYONE NEED TO DECLARE CONFLICTS OR CHANGES TO BUSINESS INTEREST? Cherie Wild declared she had been in school in her capacity of School Health Support Worker carrying out hearing and vision testing with reception children - 1/3/16

5. MINUTES OF THE LAST MEETING

The minutes of the last full governors meeting held on 8th March 2016 were agreed and signed.

6. MATTERS ARISING

a. **Cluster Governance/L.L. Community update** - Kim briefly reported on a meeting she had attended on 16/3/16. Cluster Governors had applied for funding from Dudgeon to improve the outside areas of each school. The minibus is now funded by Litcham School, and can still be used by cluster schools. A Cluster reading project was discussed.

b. **Governor Visits reports** -

Curriculum visit had been cancelled but was rescheduled for 22nd April at 3.30pm. Chris and Sue had carried out a visit on 11/4/16 to follow up the previous visit in July 2015 - SDP target 11 - Governors to be more aware of Pupil Premium and impact of interventions. This report was on the GovernorHub.

c. **Committees' terms of reference update** - Curriculum Committee - terms of reference will be addressed at the visit meeting on 22/4/16. Headteacher Performance - Sue will address this. Personnel Committee - Brenda. Pupil Discipline - Gordon. Guidance is available on the GovernorHub.

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d. **Skills Audit** - this is all up to date now and on a spreadsheet in the Clerks file.

e. **Website update - governor details** - Photos of William and Paul were taken by Cherie who would then email them to Sharon. William submitted his pen portrait and Paul would drop his into the office.

AGENDA ITEMS - Cluster Governance/L.L. Community update, Governor Visit reports, Committees terms of reference update, Website update - governor details.

7. CONFIDENTIAL ITEM

8. HEADTEACHER'S REPORT

Sharon went through her Data only report. 2 year 3 children had left, 1 girl joined Year 2 and 1 child has joined Reception. The Data showed progress is continuing to be made. Do need to keep looking at writing; to help with this Sharon had bought into the Pie Corbett writing program. The school will be working with Yaxham School on this writing project. **The governors wanted an explanation as to the difference between Read, Write inc and the Pie Corbet resource?** Sharon explained that Read, Write Inc is for phonic learning and Pie Corbett is to improve and develop writing.

9. RESOURCES REPORT

The minutes from the meeting held on 22/3/16 were on the GovernorHub. Jan briefly went through the minutes. The quote for Updata connection fee was £4,000 followed by an annual charge of £4,000. It was agreed to sign up to Updata.

The Budget set for 2016 was agreed and signed by the Chair, Chris Ridout.

10. PUPIL PREMIUM

Sue Davis and Chris Ridout had visited yesterday - the report is on the Hub. A new tracking system has been installed. Training needs to be carried out so that it can be used effectively. Once in use it improves reports to be presented to the Governors. Pupil Premium spend needs to be updated on the webpage. Monitoring visits carried out by Governors need to ask what Pupil Premium is being spent on. The next visit will be July 2016. It was agreed that the Pupil Premium champion would be Sue

Davis.

11. SCHOOL DEVELOPMENT PLAN

Visit 3pm 27th April 2016 - Chris Ridout/Kim Whitlock will meet with Sharon to review the School Development Plan and plan ahead for Governor visits.

AGENDA ITEM - visit report

12. POLICIES

Intimate Care Policy to go on the GovernorHub for Governor approval at the next meeting.

AGENDA ITEM - Intimate Care policy for approval

13. ANY OTHER BUSINESS

A discussion was held re: Easter holiday homework that had caused some concerns.

NEXT MEETING 7TH JUNE 2016 AT 5.30PM IN SCHOOL

Signed.....Dated.....