

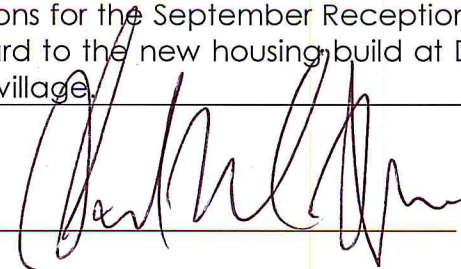
**FULL GOVERNORS' MEETING
HELD ON THURSDAY 29th MARCH 2012 AT 6.30PM**

Members Present

Jane Brown, Rod Brown, Louise Clark, Alan Corbett, Rev Alastair Cutting, Paul Drew, Hannah Freeman, Dick Hill, Michelle Hills, Heather McFarlane-Cryer, Nick Phillips, Hannah Robins.

<div>1. Apologies for Absence Nellie Grimes and Dan Valovin.</div> <div>2. Declaration of Interests Rod Brown declared a business interest in the Planning Department, Horsham District Council.</div> <div>3. Minutes of Meeting of 9th February 2012 Minutes were agreed as a correct record and were proposed by Bridget Meinecke and seconded by Rod Brown.</div> <div>4. Matters Arising<div>6. Chair's Report and Governors' Award<ul style="list-style-type: none">• Minutes amended to read – there had been 'some' criticism towards Henfield Leisure Centre and not 'a big amount'.• Bridget Meinecke asked at what point should Governors be in agreement to the nursery/studio proposition. Paul Drew said that a business plan would need to be put into place first.• Alan Corbett – to review Emergency Policy & Action Plan.• Rod Brown – to review Freedom of Information Act.• Governors' Award – Paul said that the BN5 Magazine were reporting on the award externally, but asked what the best way to make the proposals in school should be.</div></div> <div>5. Urgent Matters None.</div> <div>6. Chair's Report and Governors' Award<ul style="list-style-type: none">• Paul had attended the performance of Macbeth held in school on 27th & 28th March. He conveyed his thanks and congratulations to all the staff involved.• Paul suggested he write to thank Tim Furber and the PTA for their success with the Guinness Book of Records conker challenge.</div> <div>7. Headteacher's Report<div>1. Pupils<ul style="list-style-type: none">• One pupil has been excluded for five days. This is the third time this half term.• NOR – 2 pupils moving out of area. Last day tomorrow.• The confirmed number from Admissions for the September Reception intake is 52. This gives us a leeway with regard to the new housing build at Deer Park and any new families moving to the village.</div></div>	<div>Action</div> <div>Alan Rod</div> <div>Paul</div>
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Chairman's Signature



2. Personnel Matters

- (i) Nick thanked Claire Ashton for her services in Year 4, Orca class. It had been a risk to employ an NQT but she had performed very well. Hayley Wignall has now returned from her sabbatical and will be taking responsibility for the Summer Term.
- (ii) No interview took place for the MDS position. Will need to readvertise.

5. Events next term

- Sponsored bike ride to raise funds for new play equipment will take place on Sunday 13th May.
- 13th June - Governors open morning.
- 18th June – Henfield cricket festival. Also Olympic week with a full programme of events.
- 5th July – Year 6 leavers service at Worth Abbey. Governors welcome but please let Steph know.
- 6th July – Community day. Children will be out and about in the village. A mosaic is currently being designed and it is hoped that it will be on permanent display on an external wall of the library.
- 19th July – Year 6 leavers service at St Peter's church. All Governors welcome.

8. Main Business**8.1 Follow up to Academy meeting**

The meeting was held at St Peter's on 1st March and Heads/Governors from locality schools were invited. The outcome is pointing towards academy status for schools in the future. NP said that STARs schools have already moved further forward with considering academy status, which had surprised the Chanctonbury schools. A further locality meeting to discuss considerations will be held on 15th May. Governors to email Paul if they are interested in attending.

Rod asked how do we take forward the proposal? Paul said that we would need to collaborate with other schools in sharing procurement, IT etc.

Nick said that if we did not collaborate with locality schools now then we could be in a position in the future where we could be linked with a failing school.

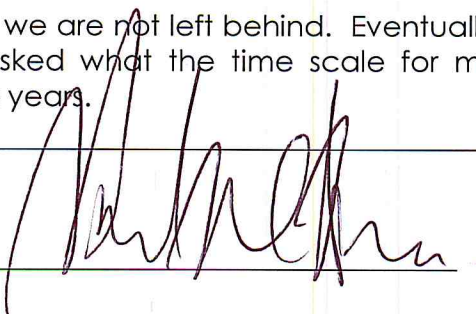
Dick asked whether a parental vote would be required. Paul said the Governing Body would need to decide.

Rev Alastair said that the Diocese Board of Education is also considering options and we may be able to tap into their resources.

Hannah R stipulated that we would need to be very clear about the legalities before moving forward.

Paul asked Governors whether they were happy to wait until the locality had met on the 15th May before discussing further. Bridget suggested looking at other schools that already have achieved academy status.

Nick said it is important that as a school we are not left behind. Eventually the LA and human resources will go. Rod asked what the time scale for making a decision would be. Nick said about two years.



Paul asked Nick what the general feeling was amongst staff. Nick said that the two Assistant Headteachers had attended the locality presentation but had felt there had been conflicting information.

It was suggested that Governors email Steph with any questions they wish to be raised at the locality meeting on the 15th May.

8.2 Update on Nursery

We have been informed by the Diocese that no funding is available for the studio proposal. A decision needs to be made as to whether we press forward with looking at other ways of financing or should the project be put on hold.

Alan Corbett reported that funding could possibly be found through the Section 106 bids. Evidence of other funding sources would need to be raised together with a proposal showing the benefits to the community through usage of the facilities. Rod suggested contacting Gary Peck (Planning Officer for the Manor Way site). Alan to contact. Other funding initiatives need to be found.

Dan has been liaising with Cheryl Marrs (Bursar) regarding costings and projections. He hopes to feedback within the next four to six weeks.

However, we had been informed by Sally Collins, Schools Building Officer, that the school had been allocated £50,000 for the refurbishment of the Year 1 toilets.

8.3 Link Governor's report

Hannah R (Link Governor) had met with governors and the clerk between September and January in order to familiarise herself with the role of the Governing Body and its effectiveness. The exercise proved to be valuable and her findings were compiled into an informative report. Copies of the report were previously circulated to Governors.

The following points were discussed :

- ⇒ The Governing Body is entitled to one in school training session per year. There is also the option of buying into further sessions or possibly teaming up with other locality schools.
- ⇒ Further meetings with Link Governor and a Governor to discuss ways of working more effectively and what needs to be done to ensure new governors fit into the role more quickly. Bridget agreed to meet with Hannah.
- ⇒ Map of school for Governors locating where classes are located.
- ⇒ Hannah to be kept informed of all Governor training.
- ⇒ Link Governor slot to be a regular item on the agenda.
- ⇒ All Governors were in agreement that Raise on line training should be organised.
- ⇒ Hannah R agreed to carry out policy training.

Paul thanked Hannah for her hard work in establishing the role. Nick said this information would also be helpful with evidence needed for Ofsted.

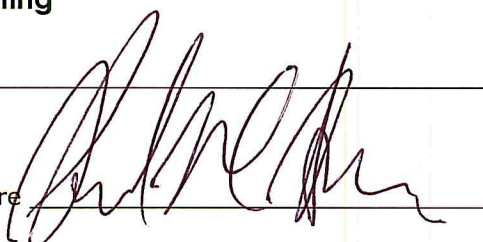
7.45pm Rev Alastair left the meeting

Action

Alan

Hannah R

Chairman's Signature



9. Reports from Sub Committees	<u>Action</u>
<p>9.1 Finance</p> <p>⇒ Budget now in draft form. Meeting to approve the budget to be held on 26th April.</p> <p>⇒ 84% of budget is made up of staffing costs. No clear indication of teaching staff moving on has been given yet.</p> <p>⇒ With 46 children leaving at the end of this term and 52 starting in September, no great risks are envisaged.</p> <p>9.2 Staffing & Curriculum</p> <p>⇒ Meeting had been postponed to 18th April.</p> <p>9.3 Premises</p> <p>⇒ Quotes to be obtained for new heating in the hall and changes to the boiler pumps. Quotes to be reported to Full Governors as the costings will be more than the allocated approval amount for Finance Committee.</p> <p>⇒ Heating system to be flushed through either in the June half term or summer holidays.</p>	
<p>10. Safeguarding</p> <p>See confidential minutes</p>	
<p>11. SEN Update</p> <p>No changes since last update.</p>	
<p>12. Policies</p> <p>Disability policy was approved subject to any negative responses. Steph to email. Approval proposed by Hannah R and seconded by Heather.</p>	Steph
<p>13. Information and Routine Matters</p> <p>13.1 Racial Incidents</p> <p>None.</p> <p>13.2 Complaints</p> <p>None.</p>	
<p>14. Chairman's Actions</p> <p>Bridget asked Paul to thank Camilla for a very informative and interesting first aid course for parents.</p> <p>It was suggestion that perhaps a first aid course for children could be organised in the future.</p>	
<p>15. Date of next meeting</p> <p>17th May at 6.30pm.</p>	

Chairman's Signature

