

**UPLANDS COMMUNITY PRIMARY SCHOOL
FULL GOVERNORS MEETING
HELD AT SCHOOL AT 5:30 P.M. ON MONDAY 4th FEBRUARY 2019**

PRESENT: Richard Lucas Andrea Cleaver
Mary Inder Wendy Collins
Hayley Pownall Carol Wilkins
Richard Williams
Russell Halliwell

APOLOGIES: Robyn Morris, Brinley Kelleher

Ref	Agenda Item	Action/Date
1	Apologies for absence Robyn Morris & Brinley Kelleher, all governors accepted apologies.	
2	Declaration of Interest Declaration of interest forms signed by all governors present. AC's daughter employed by school as HLTA. Head now also working at St Matthew's C of E Primary School as interim head from 4/2/19 on a temporary basis. R Halliwell is employed by St Matthew's C of E Primary School.	
3	Minutes of the previous meeting – 10.12.18 Minutes agreed and signed by R.Williams.	
4	Matters Arising None.	
5	AOB Mary Inder & Carol Wilkins – term of office ending April this year. Both are willing to stand for another term of office. This to be discussed at next full governors meeting	MI/CW
6	Governor Committees feedback a) Finance & Resources update – to include brief written notes Finance is looking healthy for the school, complaints procedure and attendance policy approved. Staffing discussed for the new academic year. b) Curriculum & Standards – to include brief written notes Governors given curriculum areas to monitor in each year group from the school development plan English and Maths on going monitoring. Whole school reading plan working well. Report on Pupil premium and Send learners.	
7	Head Teacher's Report - attached Discussed Head Teacher's report in detail and challenging questions asked.	
8	Complaints Procedure & Attendance Policy – attached Discussed, to be amended slightly.	
9	Service Level Agreement – St Matthew's V.A. C of E School - attached RH felt a conflict of interest and left the meeting. Service agreement agreed by governors.	
10	Parent Questionnaire – attached It was felt that question 8 could be altered, it was changed last year but renewed for this parents evening on the 11/12 February.	
11	Date & Time of next meeting Full Governors – 5:30 p.m. Monday The meeting closed at 7pm	

	Next meeting 5:30 p.m. on the 1/4/19	
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Summary of Actions to be taken:

Ref	Action Needed	Name & Date	Update/Date Completed

Matters Arising from Previous Minutes

Ref	Action Needed	Name & Date	Update/Date Completed