

**UPLANDS COMMUNITY PRIMARY SCHOOL
FULL GOVERNORS MEETING
HELD AT SCHOOL ON MONDAY 3RD APRIL 2017**

PRESENT: Richard Lucas Clare Le Vay
Jon Cicuttin Andrea Cleaver
Richard Williams Lauren Ponting
Carol Wilkins Mary Inder
Suli Carter

IN ATTENDANCE: Ella Moore

APOLOGIES: None

Ref	Agenda Item	Action/Date
1	Apologies for absence Timothy O’Gara, all governors accepted.	
2	Declaration of Interest Declaration of Interest forms -signed by all Governors. Clerk’s husband carries out regular buildings maintenance on school property. AC’s daughter employed by school as HLTA. Reminder about confidentiality that any discussions not to be spoken about outside of the meeting.	
3	AOB Jon Cicuttin has resigned as parent governor. Chair thanked Jon for all his hard work and contribution especially in health & safety. Richard Williams to take over with the health and safety role. Chair to write to Jon on behalf of governors. To elect new parent governor first week back after Easter. To add note to newsletter confirming vacancy. CLV has produced report on SEND information and disability regulations. Went to meeting on transition from year 6-year 7. Main finding was that Uplands seem to be doing a better job than other schools. List of training for governors handed out – EM to email list to governors.	MI
4	Minutes of previous meeting – 30.01.17 Agreed and signed by Chair as a true and accurate copy.	
5	Matters Arising Compliance of website to be checked by MI SKC to look at pop-up gallery options. Lansdown Hall or Arts Space in Kendrick St Arts Gallery or Museum in the Park. Week commencing 3/7/17, SKC hopes to book this week. Thanks to SKC for all her hard work investigating venues. TO still to add governor paragraph to add to term 5. Q - Headteacher’s report – Attendance - has this improved? Yes it has improved. 2/3 of children are now above 90% from term 3. Persistent absence shows it is important to send letters out to parents reminding them of importance of attendance. Thank you letters to parents have gone out, class attendance trophy is going well too.	SKC TO
6	Head Teacher’s Report – attached Outcomes – term 3-4 C&S will get data in the same format. Merlins - SKC, AC - Kestrels, MI - Owls, CLV - Eagles. Teaching & Learning – KD & Deputy did observations this term. Outcomes shared with governors and teachers. Q - Do you feel the bullying incident has been sorted? Yes, completely no issues now outstanding. Q - Have you got pupil numbers for intake Sept 2017? 13 siblings this year	

	<p>and likely to be full this year.</p> <p>Q - What are you going to do about improving any issues with teaching and learning? AC</p> <p>Good opportunity to relook at things and CPD. Shows every term, picking up on things.</p>	
7	<p>Governor Committees feedback</p> <p>a) Finance & Resources update – to include brief written notes Looked at Chart of Accounts, purchased white boards & ipads, looked at staffing, website compliance, risk assessment completed, health & safety issues around school, policies agreed. Governor code of conduct policy agreed and emailed to governors as a reminder.</p> <p>b) Curriculum & Standards – to include brief written notes Deputy discussed mid-year review of SDP, looked at Aspiring, Belonging, Creative. Thank you to all teachers for the weekly blogging, very popular with parents. Feedback from governor monitoring included: Standards in maths meeting the non-negotiables (AC), Focus on borderline between low achievers and SEND (CLV), are standards in English meeting the non-negotiables (MI) SKC trying to locate alternative exhibition art space around Stroud, approved Creative Curriculum policy.</p>	
8	<p>Parent/children questionnaire feedback</p> <p>MI analysed parent questionnaire. 62 responses, best ever response. Mary to write to parents. PTA stars and wishes included and emailed to Chair. On the whole, governors felt that parents have given it real thought and very positive. Great comments about teaching. School Council produced a survey and LP analysed children’s responses – safety, behaviour, learning in the playground. Children like the new playground, teachers make the children feel safe, gates locked, timetable for football pitch now in operation, . Q - Will results be fed back to children? School Council to feedback to classes. MI to add information to send to parents. Also, School Council to type letter</p>	<p>MI</p> <p>MI LP</p>
9	<p>Date & Time of Next Meeting</p> <p>Monday 15 May @ 18:00</p>	
	<p>Meeting Ended: 19:09</p>	

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Summary of Actions to be taken:

Ref	Action Needed	Name & Date	Update/Date Completed
03/04/17 3.	MI to write to Jon Cicuttin on behalf of governors.	03/04/17 MI	
03/04/17 5.	SKC to book venue for Arts week. TO to add governor paragraph to newsletter end of term 5.	03/04/17 SKC TO	
03/04/17 8.	MI to produce report to parents following parent questionnaire. Following school council survey, information to be added to data to send to parents. School council to send results out to parents	03/04/17 MI MI LP	

Matters Arising from Previous Minutes

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