



**MINUTES OF THE MEETING OF THE GOVERNING BODY  
held at the school on  
MONDAY 25<sup>th</sup> SEPTEMBER 2017**

Constitution, membership and attendance

LA – 1	COOPTED – 8		PARENT – 2	STAFF – 2
Ms Kim Small	Mrs Jenny Gresson - Chair	Mr Erik Boesten – Jt Vice Chair	Alex McKee (AMK)	Mrs Margaret Barrington – Head Teacher ( <i>ex officio</i> )
	Mr Darren Beaver	Mrs Kerry Lilienfeld	Liz Smith	Daniel Mannin
	Ms Nadine Jones	Mrs Cath Tanner – Jt Vice Chair		
	Ms Onika Russell			

**Also attended:** Associate Members: Ms Anna McKenna (AM), Ms Shona Pitcher  
**Bold = absent** Clerk: Mrs Zoë Foster

Item	Meeting started 5.24pm	ACTIONS
1	<b>APOLOGIES FOR ABSENCE</b>	
	Apologies were received and accepted from Jenny Gresson, Onika Russell, Cath Tanner, Sneha Kapoor, Kim Small, Kerry Lilienfeld and Nadine Jones.	
2	<b>DECLARATION OF BUSINESS INTERESTS</b> – none	
3	<b>OBSERVERS</b> – none	
4	<b>MINUTES FROM FGB MEETING 3<sup>rd</sup> July 2017</b>	
	The draft Minutes were approved and agreed to be an accurate and true record of the meeting. The Chair to sign and Clerk to file. <i>Alex McKee joined the meeting at 5.32pm; Shona Pitcher at 6.15pm.</i>	EB
5	<b>MATTERS ARISING FROM MEETING OF 3<sup>rd</sup> July 2017</b>	
5.1	<b>107.1</b> 92.1 62.2 43.3 24.7 13.3 Matters Arising/Voluntary Fund/Spending Bids/ <b>WiFi</b> (FR 19.09.16) The HT advised that acquiring quotes on a like for like basis was proving difficult. The sticking point seemed to be the cost of installation. All possible suppliers need to survey the existing infrastructure and require payment to do so. Upon Governor's suggestion HT to explore possibility of asking eventual supplier to deduct the cost of the survey from final cost. <b>ACTION</b> a) Update at next FGB meeting.	MB
5.2	<b>107.3</b> 92.7 66.2 Matters Arising/ <b>HT Report</b> (FR 6.03.2017) The SLT (Senior Leadership Team) confirmed the letter relating to impact of budget cuts was sent to the parent community.	
5.3	<b>107.4</b> 92.8 71 Matters Arising/Review Governors' Section SDP/ <b>SRP</b> (Specialist Resource Provision) (FR 6.03.17) The HT reported that the school had not been selected to receive SRP for SEN	

Signed/Initialled (Chair of Governors): ..... Date: .....

	children.	
5.3	<b>107.5</b> 94.8 Matters Arising/ <b>Performance Management</b> (FR 15.05.17) The HT confirmed all staff had completed the necessary training. <b>ACTION</b> a) Chair to update on her own Performance Management training.	JG
5.4	<b>107.8</b> 96.2.2 Matters Arising/HT Report/ <b>School Development Priorities</b> (FR 15.05.17) The Chair wrote to Charis Penfold (Director of Education Services) expressing concerns regarding writing assessment consistency across Borough. The HT reported that Charis Penfold had visited the school on 21 <sup>st</sup> September 2017 in relation to the writing/internal audit process. She was very complimentary about the school. She relayed that assessment criteria was due to change and that the school would be informed as to new structure. It was noted that an Ofsted inspection remains a strong possibility. <b>ACTION:</b> a) School to remain focused on improving pupil writing outcomes.	MB
5.5	<b>107.9</b> 96.2.8 Matters Arising/HT Report/ <b>Health &amp; Safety</b> (15.05.17) HT reported that the bush which had caused concern had been pruned back. <b>ACTION</b> a) Update on RoSPA (Royal Society for Prevention of Accidents) risk assessment visit/report when received. AM to follow up.	HG
5.6	<b>107.10</b> 96.2.9 Matters Arising/HT Report/ <b>Risk Assessment</b> (FR 15.05.17) HT advised any change to RA would be made once RoSPA assessment of Moongate planting had been carried out. <b>ACTION</b> a) Update on risk assessed by 'prickly' bush planting from RoSPA assessment.	HG
5.7	<b>107.12</b> 100.1 Matters Arising/AOB/Governor Visits/ <b>Photos for Governors Board</b> (FR 15.05.15) Chair encouraged any governors on a class visit to try to arrange a photo opportunity with the school office. Not to be used externally due to parental permission requirements. <b>ACTION</b> a) Governors to obtain photos with children when they visit School Council / Year Groups.	All
5.8	<b>Other Matters Arising</b> where actions had been completed or where an Agenda item for this meeting: <b>107.2</b> 92.5 62.10 54.1 Matters Arising/AOB/ <b>Voluntary Fund</b> ; <b>107.6</b> 96.1.2 Matters Arising/HT Report/ <b>PPG</b> ; <b>107.7</b> 96.1.2 Matters Arising/HT Report/ <b>PPG profile of children</b> ; <b>107.11</b> 99 Matters Arising/ <b>Academy Status</b>	
<b>6</b>	<b>IMPACT OF GOVERNOR WORK ON CHILDREN FROM MINUTES</b>	
	The SWELSEP Document should result in a more cohesive way of monitoring the school as it is linked to the school's Development Plan.	
<b>7</b>	<b>STANDING ORDERS / COMMITTEE STRUCTURE</b>	
7.1	<b>TORS Review.</b> AM provided the 3 Year Policy Cycle. <b>ACTION</b> a) Update staff areas of responsibility on penultimate page once SWELSEP has been launched at next FGB meeting.	JG/Clerk
7.2	<b>Pay Committee.</b> Two new appointees needed for Pay Review Committee from CT / OR / SK. OR has declined due to other commitments. <b>ACTION</b> a) Appoint two more members to Pay Review Committee.	JG
7.3	<b>Schedule of Works document.</b> The Governors agreed to adopt this document and update as necessary.	
<b>8</b>	<b>GOVERNOR MATTERS</b>	
8.1	<b>FGB Meeting 25<sup>th</sup> September 2017:</b> The HT expressed disappointment that only one Governor	

Signed/Initialled (Chair of Governors): ..... Date: .....

	attended the 4pm staff meeting especially as the staff had prepared a presentation to Governors. Erik Boesten chaired the FGB meeting. The meeting was not quorate.	
8.2	<b>New Co-opted Governor:</b> Mrs Sneh Kapoor's appointment could not be ratified as the meeting was not quorate. <b>ACTION</b> a) Ratify SK's appointment at the next FBG Meeting	JG
8.3	<b>2017/18 GAPNS GB Calendar of Meetings:</b> One mistake was noted on the calendar in relation to Monday 4th December (reads 5 <sup>th</sup> ). <b>ACTION</b> a) Clerk to change.	Clerk
8.4	<b>Skills Audit &amp; Financial Matrix:</b> Kerry Lilienfeld was previously requested to complete and return the skills audit by email to Chair. Supplied to JG during summer holidays.	
8.5	<b>Training/CPD Training Schedule:</b> JG & SK will be attending the Getting to Grips with Governance CPD. AM advised that all Governors should attend this CPD course once every three years. JG has previously advised all Governors that training on Capability, Discipline and Grievance; a Governors perspective and financial training for R&F Governors should be undertaken. <b>ACTIONS</b> a) Training record update at next FGB b) Identify any general recommended training for Governors	JG / SK  All  KL JG/KL
8.6	<b>eNews/termly newsletter</b> The Governors agreed that the last few issues had not contained anything relevant for Governors.	
8.7	<b>Year Group Allocation / Scheduling:</b> AM advised this Year Group links have been updated. <b>ACTION</b> a) Schedule School Visits	All
8.8	<b>Business/Pecuniary Interest Declarations / Code of Conduct / Website Biographies</b> <b>ACTION</b> a) Sign first two documents and give to clerk / update biographies and email to clerk	All
8.9	<b>Code of Conduct (CoC) 2017/18</b> (Doc: Y2015-16-17 CoC template; AfC CoC template Nov 2016; draft Y2017/18 CoC template) New additions in blue were recommended updates from AfC covering succession planning, publication of governor's details on DfE EduBase website, safeguarding, DBS renewal, wording on agreement and adoption. <b>ACTION</b> a) Governors to read through and be agreeable for adoption for next academic year.	All
<b>9</b>	<b>GOVERNOR VISITS</b>	
9.1	<b>Feedback Returns:</b> Feedback form for visit with Oscar Sanders (PPG) provided. <b>ACTION</b> a) Y5 feedback visit return to be provided to Anna McKenna and Clerk.	JG
9.2	<b>Planned Visits:</b> None	
9.3	<b>Exit interviews</b> Undertaken with Oscar Sanders. <b>ACTIONS</b> a) Ascertain whether an exit interview has been undertaken with Gosia Goncalves b) Provide feedback from exit interviews with Gosia Goncalves	JG / CT
<b>10</b>	<b>HEAD TEACHER REPORT</b>	
10.1	<b>School Roll</b> 670/690 at beginning of 2017/18 academic year. 11 children left in July 2017. 6 non	

Signed/Initialled (Chair of Governors): ..... Date: .....

	EYs starters in September 2017.	
10.2	<b>Waiting Lists.</b> <i>Confidential Minute</i>	
10.3	<b>English as an Additional Language (EAL).</b> A rise of 4% in the number of pupils at the school who have EAL since Sept 2016. In total numbers this is 213. <b>Q: Governors asked if there is any indication this could fall post Brexit (as EU Nationals may leave the UK)?</b> A: SLT advised that the majority of school's pupils with EAL are Tamil, Urdu and Arabic speakers so Brexit unlikely to have a significant impact.	
10.3	<b>Pupil Premium Numbers:</b> The HT stated that numbers are likely to be higher than in September 2016 but figures can not yet be confirmed until Reception year and new starters have been processed.	
10.5	<b>School Development Plan targets and actions for 2017/18</b> (Doc: Outline of SDP priorities 2017 for Govs) The HT noted that since the new assessment requirements of the new curriculum have come in, the outcomes at the end of Year 2 and Year 6 have been lower than the quality of the teaching and learning would suggest and not reflective of the children's learning skills or the school's expectations. This is particularly true of the writing and especially at KS2. The percentage of children achieving 'Greater Depth' is also lower than one would expect. To address these issues the SDP targets and actions will be addressing: <ul style="list-style-type: none"> <li>• assessment and tracking – what exactly are we assessing and how are we acting on the information the data is showing. (are we being too 'hard' with our judgements?)</li> <li>• differentiation and personalised learning – how are we ensuring every child makes progress in every lesson</li> <li>• quality feedback and meta-cognition</li> </ul>	
10.5	<b>KS1 outcomes</b> (HT Report; Appx 2) The HT reported that the KS1 SATS taken in July 2017 Expected results had been good against the national average. The Governors were pleased to see an improvement across all areas since July 2016 - reading, writing, maths and science. The HT commented that the school was committed to improving the results in High Level Reading and Writing this year.	
10.6	<b>KS2 outcomes</b> (HT Report; Appx 2) The HT reported that the KS2 SATS taken in July 2017 Expected results had been above the national average. The only exception was writing which would be focused on this year.	
10.7	<b>School Events</b> The HT report contained a full list of school events and the SLT encouraged Governors to attend when possible.	All
10.8	<b>Attendance</b> Attendance was recorded at 96.1% in the last academic year. This is an improvement on the previous year. The SLT have worked hard to improve this and support is in place to help families with persistent absenteeism.	
10.9	<b>Special Education Needs (SEN)</b> The school has a low number of pupils on the SEN Register against neighbouring schools but there are a high number of EHCPs compared to local schools and nationally. The HT commented that there was lots of support for SEN pupils within the school. It was noted that there was no additional funding available for Educational Psychology this year.	
10.10	<b>More Able Learners</b> There is an action plan and dedicated staff in place to aid the school's more able learners.	
10.11	<b>Vulnerable Learners</b> There is an action plan and dedicated staff in place to aid the school's more vulnerable learners. Last year it was noted that children who receive the Pupil Premium Grant were not achieving as expected. This year they will be particularly monitored to ensure they are achieving in line with their abilities.	

Signed/Initialled (Chair of Governors): ..... Date: .....

10.12	<p><b>School Development Priorities</b> This year the main focus is on improving outcomes across the school in the core subject areas and writing in particular with more children achieving Age Related Expectations (ARE) as well as increasing the number achieving Greater Depth. To achieve this there are four main objectives:</p> <p>a) Assessment – Tracking the Journey  b) Exceptional Teaching: Outstanding Learning  c) Respecting Ourselves and Respecting Others  d) Collective Responsibility</p> <p>The HT commented that these would be fully explored in the upcoming Curriculum and Communities Governors meeting.</p>	
10.13	<p><b>Quality of Teaching</b> The HT has started the formal teaching observations and was pleased to report to the Governors that good quality teaching is being seen.</p>	
10.14	<p><b>The Curriculum</b> The HT reported that the specific subject area of focus this year is English, with spelling and writing being priorities.</p>	
10.15	<p><b>Early Years</b> The SLT reported that most of the Reception year children have settled in well. Some nursery children are taking longer to settle (mostly due to some very young nursery starters) and extra support is being given in these circumstances.</p>	
10.16	<p><b>Sports Premium</b> The Sports Premium funding allocated to the school has been doubled this year. The school intends continue to build on last year's success in P.E..</p>	
10.17	<p><b>PSHE</b> The Autumn term focus is 'Health and Well-being'. The school achieved a Healthy Schools Silver award last year. An action plan is being put together with the aim of winning gold.</p>	
10.18	<p><b>Staffing</b> <i>Confidential Minute</i></p>	
10.19	<p><b>Staff Objectives for 2017/18</b> The HT reported all staff's appraisals were based around incorporating the following objectives.</p> <p>Objective A      Establish effective classroom practice resulting in the minimum of 80% of children achieving Year Group Expectations and 25% achieving above in English and Maths.</p> <p>Objective B      All children to be appropriately challenged in their learning with the result in the vast majority of children make at least 6 point progress and able to demonstrate accelerated progress for most of the vulnerable children.</p> <p>Objective D      Create and implement an Action Plan and be able to demonstrate improved Teaching and Learning across the school through observations, book scrutiny, pupil voice and data analysis showing progress and attainment in that subject area.</p>	
10.20	<p>A number of items were highlighted for consideration by the Resources and Finance Committee including – Safeguarding, Health &amp; Safety and Premises.</p>	
<b>11</b>	<p><b>SUMMER TERM SIP REPORT</b></p>	
11.1	<p>No comments were made by Governors other than to emphasise that the SIP actions must be followed up.</p>	
<b>12</b>	<p><b>VOLUNTARY FUND</b></p>	
12.1	<p>The HT relayed the latest update from Caroline Robertson (CR).  HSBC will not change / add signatories unless the group has elected a Secretary.  The HT suggested that the appointment of CR as Secretary should be ratified at the R&amp;F meeting. This needs to be minuted and it also needs to be minuted that she is authorised by the group to arrange for the addition of two new signatories to the account. It is hoped this will satisfy HSBC.  The HT advised that there are 3 outstanding bids from 16/17 year. As yet no bids have been received for the 17/18 academic year.</p>	R&F

Signed/Initialled (Chair of Governors): ..... Date: .....

	<b>ACTION</b> a) Update at next FGB							
<b>13</b>	<b>ACADEMY STATUS</b>							
<b>13.1</b>	<i>Confidential Minute</i>							
<b>14</b>	<b>ELECTION OF CHAIR / VICE CHAIR</b>							
14.1	The meeting was not quorate. <b>ACTION</b> a) Take forward to next FGB	Clerk						
<b>14.2</b>	<b>C&amp;C 2017/18:</b> Kim Small has agreed to be Chair and Liz Smith to be Vice Chair. <b>ACTION</b> a) Ratify Kim Small as Chair and Liz Smith as Vice Chair at next C&C Meeting	JG						
<b>15</b>	<b>AOB</b>							
<b>15.1</b>	The Chair welcomed Zoë Foster, the new Clerk.							
<b>15.2</b>	<p>Shona Pitcher reported on the Dedicated Schools Grant Meeting she had attended on 25/09/17. This was with the Local Authority and included the Leader of Kingston Borough Council, Cllr Kevin Davies.</p> <p>The Council reported that it had a £20m short fall in the education budget due to the increases in funding SEN Children. The Council acknowledged there was no easy solution to this but that there were a number of proposals being considered:</p> <ul style="list-style-type: none"> <li>a) Change the threshold for needing a Statement</li> <li>b) Change the amount of money given for each matrix, and reduce the amount of money given per unit i.e. less funding for SEN Children</li> <li>c) Cut back on transporting SEN Children from their homes to school</li> <li>d) Increase the amount of provision in the Borough so that less had to be financed for private sector intervention</li> <li>e) Approach private schools to see if they would reduce fees for SEN Children</li> <li>f) Claw back money from schools that were under spending</li> <li>g) Cut money from the education budget of non SEN Children</li> <li>h) Cut money from the education budget of EYs funding block</li> </ul> <p>It was acknowledged that all of these proposals simply moved money around and ultimately everybody would get less funding.</p> <p>The Council are undertaking an exercise to demonstrate to the Government that Kingston Council cannot sustain further cuts to funding. They need specific information from schools to demonstrate this. The HT confirmed GAPNS would be happy to provide any required information.</p> <p>It was commented that a Government proposed Fairer Funding schemes had been postponed due to Brexit. This is where Central Government was going to give funding directly to schools rather than through the Council.</p> <p>The HT reported that GAPNS had had budget cut by £27.77 per pupil in 2016/2017.</p>							
<b>119</b>	<b>CONFIDENTIAL:</b> Items 10 & 13							
<b>120</b>	<p><b>CLOSE OF MEETING 7.10pm</b></p> <p style="text-align: center;"><b>Dates of Next Meetings 2017/18 in Autumn 2017</b></p> <table border="1" style="width: 100%; border-collapse: collapse;"> <tr> <td style="width: 15%;">R&amp;F</td> <td style="width: 15%;">02.10.2017</td> <td style="width: 15%;">C&amp;C</td> <td style="width: 15%;">16.10.2017</td> <td style="width: 15%;">FGB</td> <td style="width: 15%;">13.11.2017</td> </tr> </table>	R&F	02.10.2017	C&C	16.10.2017	FGB	13.11.2017	
R&F	02.10.2017	C&C	16.10.2017	FGB	13.11.2017			

### Summary of Actions Arising

ACTION	MINUTES FROM FGB MEETING 25 <sup>TH</sup> SEPTEMBER 2017	WHEN BY
MB	5.1 107.1 92.1 62.2. 43.3 24.7 13.3 Matters Arising/Voluntary Fund/Spending Bids/WiFi (FR 19.09.16)	

Signed/Initialled (Chair of Governors): ..... Date: .....



	Update on upgrade on WiFi infrastructure project.	Next FGB
JG	<b>5.3</b> 107.5 94.8 Matters Arising/ <b>Performance Management</b> (FR 15.05.17) Update on Performance Management training.	Next FGB
HG	<b>5.5</b> 107.9 96.2.8 Matters Arising/HT Report/ <b>Health &amp; Safety</b> (FR 15.05.17) Update on RoSPA (Royal Society for Prevention of Accidents) risk assessment visit/report.	Next FGB
HG	<b>5.6</b> 107.10 96.2.9 Matters Arising/HT Report/ <b>Risk Assessment</b> (FR 15.05.17) Update on risk assessed by 'prickly' bush planting from RoSPA assessment.	Next FGB
All	<b>5.7</b> 107.12 100.1 Matters Arising/AOB/Governor Visits/ <b>Photos for Governors Board</b> (FR 15.05.15) Governors to obtain photos with children.	Next FGB
JG/Clerk/All	<b>7.1 TORS Review</b> Update staff areas of responsibility on penultimate page once SWELSEP has been launched at next FGB meeting. Governors to volunteer for roles.	Next FGB
JG	<b>7.2 Pay Committee</b> Appoint two more members to Pay Review Committee.	Next FGB
JG	<b>8.2 New Co-opted Governor</b> Ratify SK's appointment.	Next FGB
Clerk	<b>8.3 2017/18 GAPNS GB Calendar of Meetings</b> Clerk to change wrong date	Next FGB
KL	<b>8.5 Training/CPD Training Schedule:</b> Training record update and identify any general recommended training for Governors.	Next FGB
All	<b>8.7</b> Governors to schedule school visits	Next FGB
All	<b>8.8 Business/Pecuniary Interest Declarations / Code of Conduct / Website Biographies</b> Return signed documents to clerk / update biographies and email to clerk	Next FGB
All governors	<b>8.9</b> 109.5 Matters Arising/Governor Matters/ <b>Code of Conduct 2017/18</b> (FR 3.07.17) Governors to read through and be agreeable for adoption for the 17/18 year.	Next FGB
JG	<b>9.1</b> 110.2 Matters Arising/Governor Visits/ <b>Feedback returns</b> (FR 3.07.17) Y5 feedback visit return to be provided to Anna McKenna and Clerk.	Next FGB
JG/CT	<b>9.3</b> 110.3 Matters Arising/Governor Visits/ <b>Exit Interviews</b> (FR 3.07.17) Feedback from exit interviews with Oscar Sanders and Gosia Goncalves.	Next FGB
All MB	<b>12</b> 107.2 92.5 62.10 54.1 Matters Arising/AOB/ <b>Voluntary Fund (VF)</b> (FR 30.01.17) a) Update on appointment of Caroline Robertson as Secretary of VF b) Update on finalisation of Trusteeship for Alex McKee and Onika Russell c) Update on ASC (After School Club) fund and VF arrangements	Next FGB
JG	<b>14.1</b> Election of Chair / Vice Chair	Next FGB
JG	<b>14.2</b> 114.3 Matters Arising/Succession Planning/ <b>C&amp;C</b> (FR 3.07.17) Ratify Kim Small as Chair and Liz Smith as Vice Chair of C&C Committee.	Next C&C
JG	<b>113</b> Matters Arising/ <b>SWLSEP Document</b> (FR 3.07.17) Potential dates to be circulated to working group to meet to discuss FGB questions.	Next FGB

Signed/Initialled (Chair of Governors): ..... Date: .....

ITEM	CONFIDENTIAL MINUTES FROM FGB MEETING 25 <sup>TH</sup> SEPTEMBER 2017	ACTIONS
10	<b>HEAD TEACHER'S REPORT</b>	
10.2	<p><b>96.1 Matters Arising/HT Report/Section 1 Class Numbers/Waiting Lists.</b>  The HT confirmed the school has a waiting list but that the school is not full.  It is understood that the Local Authority is not offering places where the family has a sibling in a year where there is not a place. The HT opined the place should be offered and it is for the family to decide whether to accept the place and potentially have children at different schools.</p> <p><b>ACTION</b>  a) HT to contact Local Authority to obtain clarification on when places are being offered.</p>	MB
10.18	<p>One member of staff has resigned and will leave at the end of the Autumn term. This is due to financial reasons as the staff member can no longer afford to live in the area.  Adverts are out for a teacher, a TA, SMSA and Nursery Lunch Club.</p>	
13	<b>MATTERS ARISING FROM MEETING OF 3<sup>RD</sup> JULY 2017</b>	
13.1	<p>107.11 99 Matters Arising/<b>Academy Status</b> (FR 15.05.17)  The HT confirmed there had been no progress in the invitation to have a discussion with Tolworth Girls School (TGS) and asked Governors for their opinion on whether to take up the invitation. Governor opined that it would be interesting to explore the option and obtain information on how it could work. HT and Governor expressed reluctance to join with a secondary school as the general culture is so different. It was however recognised that the grouping of Knollmead &amp; Green Lane Primary Schools with Coombe Girls School seemed to be a success so the pairing of Primary and Secondary schools could work.</p> <p><b>Q: If Academy status was being sought shouldn't GAPNS try and find a group with similar principles?</b>  <b>A:</b> The HT explained that when a Head Teacher changes at a school the principles, culture and priorities often change so it is difficult to choose on this basis.  It was suggested that Coombes Girls school could be approached as it was already established.</p> <p><b>Q: Would it be better to be in at the start of the process so GAPNS is able to influence the Academy's structure and rules?</b>  <b>A:</b> It was noted that TGS is not linked to any other schools at this time and that as many schools as permitted by the Governance of an Academy could join a group. The HT explained that it can take up to a year to draw up the legal agreement between schools so it is a long process.  The HT also explained that when an Academy is created there is a financial budget for the group of schools not the individual schools so GAPNS would not have control over its own budget. In addition there is a Governance of the Academy Body rather than Governors at individual schools.</p> <p>It was agreed that a Working Group would be formed to meet with TGS for an exploratory discussion. EB volunteered to join the Working Group.</p> <p><b>ACTION</b>  a) Clerk to email Governors and ask if anyone interested in joining the Working Group to have an informal discussion with TGS. Update on progress of arranging a working group to have an informal discussion with TGS.</p>	Clerk
	<b>OTHER MATTERS</b>	
107.14	<p><b>92.12 62.12 54.3 Matters Arising/Update on accident</b> (FR 30.01.2017) HT advised still no news. School has submitted evidence and Local Authority will decide how to proceed.</p>	
111.4.3	<p><b>Fire Risk Assessment</b> HT reported that the fire alarm is now working correctly. Previous repairs had not been completed properly. Tighter checking arrangements have been put in place with Hannah Gamble and the caretaker now both checking. A new maintenance company is now being sought.</p> <p><b>ACTION</b></p>	

Signed/Initialled (Chair of Governors): ..... Date: .....



	a) Update on new company selection.	MB
111.7	<b>Transition AM</b> confirmed the reorganisation of Yr 3 had gone smoothly with no complaints having been received.	
<b>118</b>	<b>AOB</b>	
118.2	<b>CCTV Policy</b> The HT advised that the play ground incident had now been resolved and that CCTV policy was being updated <b>ACTION</b> a) Update on review of policy wording.	MB/AM

### Summary of Actions Arising

ACTION	CONFIDENTIAL MINUTES FROM FGB MEETING 25 <sup>TH</sup> SEPTEMBER 2017	WHEN BY
MB	<b>10.2 96.1 Matters Arising/HT Report/Section 1 Class Numbers/Waiting Lists.</b> HT to write to Local Authority to obtain clarification on when places are being offered	Next FGB
Clerk	<b>13.1 107.11 99 Matters Arising/Academy Status (FR 15.05.17)</b> Clerk to email Governors and ask if anyone interested in joining the Working Group to have an informal discussion with TGS. Update on progress of arranging a working group to have an informal discussion with TGS.	Next FGB
MB	<b>111.4.3 Matters Arising/HT Report/Fire Risk Assessment (FR 3.07.17)</b> Outcome on new company selection.	Next FGB
MB/AM	118.2 Matters Arising/AOB/ <b>CCTV Policy (FR 3.07.17)</b> Update on review of policy wording.	Next FGB

Signed/Initialled (Chair of Governors): ..... Date: .....