

**MICKLE TRAFFORD VILLAGE SCHOOL**  
**PART ONE**  
**GOVERNORS MEETING**

Meeting of: Full Governing Body	Term: Autumn 2015
Place: Mickle Trafford Village School	Date: 11.11.15,6 - 8.45pm
Present: Wendy Lyon Kevin Unsworth Sue Mumford Harry Harrison John Williamson Jayne Kirkham Julie Sharman Claire Arnold Maggie Wheeler Shelley Long Sarah Clarke Judith Gilmore Lisa Bowes (clerk)	Apologies: Jennifer Robinson
	In Attendance: Karen Burnett Lindsay Best Philip Blackman Abi Blears Connor Bell
Not present:	Distribution: All FGB

Item	Minutes	Action	Date
	<b>Presentation by School Councilors</b>		
3	<p>Kevin Unsworth told the meeting that there would be a slight change to the order of the agenda. Two year 6 school council members, Abi Blears and Connor Bell, had been asked to make a presentation to the governing body. As Connor had a Judo lesson at 6.30pm it was agreed to hear their presentation first. Abi and Connor made a presentation to the FGB about the school council role. Appendix 1</p> <p>After the presentation Judith Gilmore asked how many councilors were there and how were they chosen. Abi informed the meeting that there was a boy and girl from each year group except reception. Anyone wishing to stand in the elections gave a presentation to their class and an election took place. No councilor was allowed to be elected two years running.</p> <p>John Williamson asked what they liked best about being a councilor Connor replied that he liked helping make decisions about the school. Their best idea had been to return 'buddy lunch'. Their biggest frustration was missing break times for meetings. Kevin said they worked hard. Abi had mentioned during a previous councilor meeting with Kevin that she would like a badge for councilors so that the rest of school knew who the councilors were. Kevin presented Abi with badges for herself and Connor. Badges were given to Mrs Lyon to distribute to the other council members.</p>		

	Kevin thanked Abi and Connor for attending.		
	<b>Housekeeping</b>		
1	Apologies had been received from Jennifer Robinson		
2	There were no declarations of interest.		
4	Lindsay Best, chair of the school PTA, was asked to speak to the governing body about the role of the PTA in school. Lindsay informed the meeting of the amounts risen by various fundraising events organized by the PTA. Appendix 2 Lindsay reported that the biggest obstacle to the work of the PTA was the lack of parent engagement. The PTA had a very small core of parents that organises and puts on the events. Various approaches had been tried to increase support, different meeting times, different venues, class reps etc. Governors suggested that the presentation be circulated to parents and advising what items had been purchased for the school from the funds raised. It was also suggested that the school councilors should be invited to the PTA planning meetings to try and involve them more.		
5	Minutes were reviewed and accepted		
6	No matters were arising		
7	<b>Head Teachers Report</b> <b>The head teachers report had been made available to governors prior to the meeting.</b> Wendy Lyon reported that prior to the half term one child had left year one. After the half term break a child had joined year 4. Another child has accepted a place in year 3 leaving only 1 place in year 1. Two enquiries have been made for this place. SEN - Freda Davies is now in charge of SEN in school. There has been a change in numbers in year 4, there has been an increase from 4 to 8 children. Kevin told the meeting that a SIP advisor, Steve Wilson, would be visiting the school for a full day on 02.12.15. He will look at the writing, maths, LWL and safeguarding. He will perform the head teachers performance review. Mr Wilson will come into school for a short visit on Friday 13 <sup>th</sup> November. Kevin said well done to the school and staff for the year 6 SATS results. Maths result were particularly strong. Karen Burnett said that he changes in curriculum would be good for the school as maths is the highest achieving subject. The new curriculum has more breadth across subjects which will help with high attainment at the higher end of the school. Road safety - Wendy reported that their had been no reports of any further incidents and pointing out the dangers has helped. Parents and children were more aware and children were advising their parents of where not to park. Philip Blackman addressed the meeting with an update from the parish council. Margaret Parker, the CWAC representative and Philip Blackman had attended a meeting with the highways department. The tree at the junior playground entrance is rotten and will probably have to be removed. The parish council are keen to help the school as it is an asset to the village. The highways agency will remove the drop		

down kerb in front of the infant's entrance to school, as this is incorrectly placed in front of the barrier. The highways agency have stated that the barrier on the pavement is in the wrong place, over the zig zags where it is safest to cross. The barrier should be removed and a new zig zag style barrier erected in the playground to prevent children running into the road. Julie Sharman stated that the entrance way into the infant playground would not be wide enough for a barrier of this style and it would cause a congestion problem during peak periods of the school day. The parish council are also looking into the feasibility of turning some of the spare land at the end of Wells close into parking spaces. This could be used for both school drop off points and parking for The Village Hall. The Parish Council will receive money for the providing of amenities for young people, this will come from the developers of the new properties on School Lane and Plemstall Lane. Philip Blackman asked that if school required any funding for projects that he would be happy to help with the request for some monies. Highways and Byways, a village magazine, will advertise any events for the school free of charge.

Shelley Long asked Philip about the overgrown hedge at the Warrington Road end of School Lane. Shelley said that it was impossible to walk safely on the pavement whilst coming to school. Philip reported that the local council had been fighting for 2 years to get the hedge cut back to the property boundaries. A notice has been served on the property owners and the work would now be carried out or legally enforced. Sue Mumford asked about the potential for making School Lane a one-way system. Philip advised that the parish council had already asked for a one-way system and had been refused. Philip advised that the Village Hall had been extensively refurbished and new sound equipment had been purchased. The trustees of the village hall were keen for the school to use the amenities and would not charge for any usage. It was suggested that the PTA could hold meetings there.

Kevin explained the pupil premium to the new governors and asked Wendy how it was spent. Wendy advised that this information was published annually on the school website.

Kevin requested information on the children with a less than 89% attendance record. It was explained that all the children were SEN and one child had suffered a long absence due to a serious operation in year 6.

Wendy thanked Sue Mumford for joining the year 1 and 2 trip to the zoo.

Kevin reported that he had spent a day in school. He had spent time in each year group and talked to the school council. It was a very positive experience. After his visit he wrote to each class thanking them for their time etc. Appendix 3

John Williamson reported that he had spent a day in school. He had seen all classes and reported that the children were all attentive and interested. He sat in on some year 4 and 6 interventions where the children had all been fully engaged and encouraged him to join in their lesson.

Sue Mumford asked about progress on the solar panels. Wendy

	<p>informed that the the inspection had been done and school were awaiting the report outlining what action needed to be taken. Sue asked about the playground tarmac, Wendy has contacted the North West hub advisor for ISG and was awaiting a visit from him. Wendy confirmed to the meeting that it is the schools responsibility to initiate any fines for unauthorised absences from school.</p>		
8	Minutes were ratified		
9	<p><b>Update from SENCO and SEND Governor</b>            JW had met with Freda Davies . Staff are currently updating SEN records and completing forms. The support from CWAC is improving. Two children in year 6 are to receive extra funding, one child has had an EHC plan denied, this can be reviewed. A Year 1 child was currently being assessed for extra funding.            Michaela Lewis (TA) has received ELSA training and would now support a year 1 child.            WL reported that a dedicated email address has been set up for the SENCO.            JW noted that the TAs do a fantastic job of supporting the teachers and children.            KU reported that any SEN children were fully integrated and this was a credit to the school.            JW reported that there was no dyslexia support in school at present, WL reported that Lesley Woodhouse has just returned to work but only 3 hrs per week. WL reported that top up funding would be used to fund a new teacher. KU asked were there enough resources in school. Jayne Kirkham reported that the school is currently sourcing new resources. WL reported school had been advised to purchase a voice activated laptop for a child in yr 6. Dragon Speak software was recommended.</p>	JK LB/WL	
10	<p>Parents not challenging any more over the new entry system and were happy to accept the changes.            Karen Burnett mentioned extended hours to the Badgers after school club, several parents had requested this. Jennifer Robinson had requested school send out a questionnaire relating to this. School advised that it had to be done by the governors.            WL advised that a safeguarding health check has been booked. An online prevent training needs to be completed by all teachers, support staff and governors. The link will be sent to all governors. Basic awareness training is required for some staff members and will be booked.            WL explained the association forms for Department of Education. These were given to governors present.            SM asked if school had made any accident reports on PRIME . WL confirmed that none had been required and there had been no staff accidents.</p>		
11	Julie Sharman said there was nothing to report for health and safety.		
12	KU noted that we needed a new budget officer - Harry Harrison said he would attend when he was available.		

<p><b>13</b></p>	<p>The budget was ratified.</p> <p><b>Any other business</b></p> <p>JW noted that the IT provision in school needs reviewing. Shelley Long, Johnny Williamson and Julie Sharman would instigate this.</p> <p>SM enquired about the cost of the current IT support. This is to be reported to the next FGM.</p> <p>The governors approved the purchase of a new interactive smart board for the year 4 classroom.</p>	<p><b>JW,SL, JS LB LB</b></p>	
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