

WILLAND SCHOOL
GOVERNING BODY MEETING
 MINUTES OF MEETING 27TH SEPTEMBER 2018

Present: Mr R Carswell Chair of Governors
 Mr. D White Vice-Chair of Governors
 Miss A Hawkins Headteacher
 Mrs. L Cole
 Mr L Cottrell
 Mrs S Manley
 Mrs. W Upham
 Dr. Santos

Miss A Leather Deputy Headteacher

Mrs. A Hills Clerk to Governors

Absent: Rev. S Talbot

Item Discussed	Action/Resolution	Gov. Action Prop/Sec
1. Apologies for Absence		
2. Declaration of Interest	None	
3. Structure of the Governing Body	Mrs Baxter has resigned from the Governing Body. Mr Carswell thanked her for all her hard work over many years. He also thanked Mrs Nisbet for her hard work during her term of office. Dr. Santos was asked to fill the Co-opted Governor vacancy and she accepted. The structure will remain the same.	
4. Items from the Annual Cycle		
Election of Chair and Vice-chair	Mr Carswell was nominated as Chairman. He was elected unanimously. Mr White was nominated as Vice-chair. He was elected unanimously	DW/WU LC/SM
Committee members & Governor Curriculum Responsibilities	The governors agreed the committee members and responsibilities	LCole/WU
Objectives of the Governing Body	The Governors approved the objectives	SM/DW
Procedures for the Governing Body Workings	The Governors approved the Procedures	RC/LC
5. Minutes of the meeting held on 12 th July 2018, 13 th September 2018	The Governors read the minutes	
6. Matters Arising		
Fish Tank	This has proved a great success with all the children. It was completely driven by the School Council who originated the idea and did extra fundraising to have enough to purchase it. The children all enjoy stopping to look at the fish.	
Reading	The staff have had training on Reading for Pleasure and will have some more on the next non-pupil day	
Governor vacancies	Miss Hawkins discussed with the person that she had thought might have the right skill set for the Co-opted Governor but she currently has too many commitments. The Parent Governor vacancy has been advertised. The Governors looked at the skill set that would be desirable and HR experience would be beneficial	

7. Safeguarding update	The Governors have read the Safeguarding Policy and completed the online training.	
8. Parental Engagement		
Consultation feedback	This will be discussed at the next meeting	
Survey Results	This will be discussed at the next meeting	
9. Policies		
Committee terms of Reference	The Governors approved the Terms of Reference for all committees	LC/DW
Pay Progression policy	Not yet issued by DCC	
Safeguarding Policy	The Governors approved the policy following amendments	DW/SM
SEND Policy	The Governors approved the policy following amendments	ES/WU
10. Register of Pecuniary Interest	The Governors completed their forms	
11. Governor Visits		
Report of Governor Visits	Mr White presented his report.	
Timetable for Governor Visits	NQT/Science visit in the Autumn Term Safeguarding visit in the Autumn Term Visit to Year 1 in the Spring Term Computing/Safeguarding visit Spring Term	
12. Chair's Correspondence	The meeting moved into Part II	
13. Date of Next Meeting	18 th October 2018	
14. Approval of minutes	The Governors approved the minutes	LC/L Cole