

Castle Vale Nursery School & Children's Centre

Full Governing Board Meeting
Thursday 6th April 2017 at 11.30 a.m.



MINUTES

Documentation Distributed Prior to the Meeting:

- o Minutes of last meeting
- o Head Teacher's Report
- o Complaints Policy
- o Equality Information and Objectives statement for publication
- o Whistle Blowing and Serious Misconduct
- o Strategic plan including vision statement
- o Keeping Children Safe in Education 2016
- o Lettings Policy

Present: Sally Leese (SL) – Head Teacher
Hayden Sheldon (HS)
Debra Norman (DN)
Bob Lee (BL)
Mark Phillips (MP)
Aimee Hartley (AH) – Chair of Governing Board
Lauren Hampshire (LH)
Christina Meakin (CM)
Hassan Saleh (HS) appointed as Parent Governor

In Attendance: Liz Pickering (LP) - Clerk
Debra Norman – Deputy Head Teacher

1. Welcome, Introductions & Apologies.

AH welcomed everyone to the FGB meeting and introductions were made and Hassan Saleh was welcomed to his first Governor meeting having been elected as a parent governors.

Apologies received from Ruth Miller which were accepted by the FGB.

2. Pecuniary Interest (any changes to report)

No changes to report from current Governors and HS signed s copy for the school records.

3. Minutes of Last Meeting (26/01/2017)

Minutes were agreed as an accurate recording of the meeting (after 3 typographical mistakes were altered) and a copy of the minutes was signed by AH for the school records.

a. Matters Arising

CM produced an Early Years Pupil Performance data sheet which was shared with the Governors.

CM to produce another report for the next meeting showing comparisons between different groups (such as children with Social Worker Intervention) and show development of all children regardless of age and ability.

4. Head Teacher's Report (Copy to be appended to minutes)

SL to keep in touch with Jack Dromey to ensure the additional funding rates do not disappear in year 3.

Astral Site to be demolished and the site will be used for housing.

Losing a 20 place FTE nursery and as a result we 's C

All children will start at Yatesbury Nursery in September and Children's Centre will go to Centre Park site by May holiday .

Non-slip flooring to be provided and children's toilets to be re-fitted.

Will know who has won the tender for Children's Centre and health workers on 24th April.

Discussions around the resource base at the nursery school (for autistic syndrome disorder – ASD are still ongoing but seem positive.

HS asked about other resource centres – there is one at Garretts Green (Kitts Green) and another at Allens Croft (Kings Heath).

Report carries on with how staff are initiating their own Performance Management targets and gap analysis.

Strategic Vision was shared with parents and users via Facebook page and 547 people accessed the information.

To date we have: "To nurture, love and inspire to learn, grow and achieve".

Discussion around First Aid qualifications at the Centre.

Bob Lee left the meeting at this point – 12.20 pm.

Meeting adjourned for refreshments.

Meeting reconvened at 12.50

5. Strategic Plan

Governor Responsibilities:

EYPP	Mark Phillips
Safeguarding	Lauren Hampshire
Training	Aimee Hartlley
SEN	Christina Meakin
Health & Safety	Hayden Sheldon

Vision Statement – To nurture, love and inspire to learn, grow and achieve inclusively – after discussion agreed to change this to:

"Making a difference, all of our children all of the time" which was recommended by one of the parents.

1.1 – needs to be changed to 2017

Governors agreed the Vision Statement and SL will put this on the website.

6. Personnel & Finance

Budget has been agreed.

In order to allow school to proceed with the tendering process and get everything in place for a September start following the full financial procedures – accepting the tender in progress – all governors were in agreement.

7. Statutory Testing Declaration

Declaration has been completed and a timetable produced for the future.

8. Policies

a. Complaints

b. Equality Information and Objectives statement for publication

- c. Whistle Blowing and Serious Misconduct
- d. Keeping Children Safe in Education 2016
- e. Lettings Policy

The above policies were all agreed and copies signed by AH as Chair of the Governing Board.

9. Chair’s Actions/Correspondence

Nothing to report.

10. Any Other Business

- a. Head Teacher Performance Management
Need an external person to carry out SL's performance management and it was suggested to ask Ian Lowe together with Aimee Hartley and Hassan Saleh to carry out the review and set targets for the next year. MP to approach Ian Lowe regarding this arrangement and to organise a suitable date.

11. Date and Time of Next Meeting

Thursday 22nd June 9.30 - Finance & Personnel followed by FGB at 10.30

There being no further business the meeting closed at 1.25 pm.