

# BEECHWOOD PRIMARY SCHOOL

## FGB MEETING

<b>Date:</b>	<b>21 March 2017</b>
<b>Present:</b>	<b>Michael Holt (Chair), Nick Oakley, Gordon Davies, Richard Harrod, Richard Skegg, Archana Kakar, , Mohamed Oubihi, Archana Kakar, Soha Hafez, Andi Blinco, Mohammad Oubihi, Julie Baker, Rev Eddie Marquez and Rupal Patel.</b>
<b>Clerk:</b>	<b>Jenny Sumner</b>

<b><u>NEXT MEETING</u></b> <b>Tuesday 11 July 2017 – 7pm</b>
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<b>05/17</b>	<b>Apologies of Absence</b>			
	Apologies were received from Shelagh Flower and Rakhee Sharma.			
<b>06/17</b>	<b>Declaration of Business Interests by Governors Present</b>			
	No interests were declared.			
<b>07/17</b>	<b>Minutes of the Previous Meeting (8 December 2016 and 7 February 2017)</b>			
	Minutes of the 8 December 2016 and 7 February 2017 were agreed and signed as an accurate record of the meeting. The chair reported that two tenders had been received for the extension project and these were being analysed by Wokingham.	<b>Proposed</b>  GD	<b>Seconded</b>  RH	<b>Action</b>
<b>08/17</b>	<b>Actions and Matters Arising from Minutes of Previous Meetings</b>			
	32/12 Governors' Virtual Office; Jenny Sumner and Matt Lovegrove discussed this at the February FGB and Matt Lovegrove is hoping to put together a draft version over the Easter Holidays.  67/15 Safeguarding Training; Governors to complete the quiz and return to Julie Baker.  71/16 Policy Review; Lone Working Policy is now in draft form and will be circulated at the next meeting. The Reference Policy has not yet been started.	<b>Proposed</b>	<b>Seconded</b>	<b>Action</b>  Clerk  All  GD Clerk
<b>09/17</b>	<b>Reports from Committees</b>			
	Minutes and Terms of References were circulated and approved by the Full Governing Body.			

## BEECHWOOD PRIMARY SCHOOL

	<p>Resources and Strategy; The committee discussed the financial position of the school for the 9 month budgeting return to Wokingham Borough Council.</p> <p>Facilities and Development; The committee discussed the future of the swimming pool and the next steps around this. The swimming pool will open this summer as long as the maintenance repairs are carried out in time and the pool is safe to use. The school are looking into alternative arrangements for 2018 at the Bulmershe Centre but it is unclear when Bulmershe will be closed for refurbishment. A letter to parents will go out next year and further report will be brought to the Autumn committee meeting.</p> <p>Curriculum and Welfare; A SWOT analysis on key subjects and year groups was presented.</p>			
<b>10/17</b>	<b>Financial Position</b>			
	This was covered in items 09/17 and 12/17			
<b>11/17</b>	<b>Beechwood School Improvement Board</b>			
	This item is covered in item 12/17			
<b>12/17</b>	<b>Head Teachers Report</b>			
Q	<p>Gordon Davies highlighted the following points from his report which was circulated prior to the meeting:</p> <ul style="list-style-type: none"> <li>• The School Improvement Board is made up of: Gillian Cole, WBC School Adviser Robin Croft, WBC Head of School Improvement Gordon Davies Michael Holt Sarah Reece Rupal Patel</li> <li>• Safeguarding and more checks on visitors to be carried out by the office team as a result of the board meeting;</li> <li>• EYFS moderation took place this week and the results are promising;</li> <li>• Latest data predictions were shared;</li> <li>• Staffing concerns for September with up to seven teachers leaving for a variety of reasons;</li> <li>• Governors discussed in detail the reasons why staff are leaving and questioned Gordon Davies on these reasons. Governors are concerned on the impact on the school. Gordon Davies reported that it is a common problem across the country with a number of young professionals leaving teaching or moving away because they can;</li> <li>• Governors who are undertaking recruitment need to have completed their Safer Recruitment training;</li> <li>• The school will look at Schools Direct as a source of teacher recruitment;</li> <li>• Staff survey was carried last term and most of the highlighted changes by staff have now been</li> </ul>			
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## BEECHWOOD PRIMARY SCHOOL

	<p>completed by the school, for example a new Marking Policy has been written;</p> <ul style="list-style-type: none"> <li>• Foundation Stage Link Governor report was shared, it was a good report highlighting the main area of improvement needed as the outdoor classroom. This cannot be implemented until the building work has been finished in that area.</li> <li>• Science is now being taught on a weekly basic;</li> <li>• The school has been investing in training of staff;</li> <li>• The assessment system has been changed to Steps of Progress and this has gone down well with staff and parents as it is easier to understand;</li> <li>• Support staff are praised for their work on Read, Write, Inc;</li> <li>• What we are proud of document was shared with Governors: this will be put up around the school;</li> <li>• Governors asked how much the school is spending on sports vs English and Maths. The school uses the Sports Grant and money from clubs to fund equipment, resources and staff and not the curriculum budget;</li> <li>• Governors asked if the school had any control over the PTA. The short answer is no but the PTA do ask the school what they would like support with and have given donations towards the library or ICT</li> </ul> <p>Gordon Davies was thanked for his report.</p>			
<b>13/17</b>	<b>Policy Update</b>			
	The Marking Policy was circulated prior to the meeting and approved by Governors.			
<b>14/17</b>	<b>Meeting Dates</b>			
	The meeting dates for 2017-18 were circulated and approved.			
<b>15/17</b>	<b>Reflection of actions and decisions made at this meeting</b>			
	<p>The following points were noted:</p> <ul style="list-style-type: none"> <li>• Non teaching staff, addressing their roles in line with the budget;</li> <li>• Another year of challenges ahead;</li> <li>• FGB, would be good to open with what is going well;</li> <li>• Governors liked the 'what is going well' document;</li> <li>• Recruitment on staff and the reasons for staff leaving;</li> <li>• Governor support on recruitment;</li> <li>• Disappointment to see teaching staff leaving;</li> <li>• Reach out to the private sector for support, Mohammad Oubihi to join the Retention and Recruitment Group</li> <li>• Good to see that the SLT are working well together in these difficult times.</li> <li>• Governors thanked Alison Cowen for her hard work on the schools finances.</li> </ul>			

## BEECHWOOD PRIMARY SCHOOL

<b>16/ 17</b>	<b>Any Other Business</b>			
	There was no other business			
	<b>Date and Time of next Meetings</b>			
	Tuesday, 25 April 2017 – Resources & Strategy Committee – 7pm Tuesday, 16 May 2017 – Facilities & Development Committee – 7pm Tuesday, 13 June 2017 – Curriculum & Welfare Committee – 7pm Tuesday, 11 July 2017 – Full Governing Body Meeting – 7pm  The meeting closed at 9.15pm.			