



Beetham Church of England (Aided) Primary School

Governing Body

**Minutes of a meeting of the Community and Welfare Committee,
held in Beetham Church of England (Aided) Primary School
on Monday 26th September 2016 at 6.30pm**

Present: Mr Brian Smalley (BS – Chair, LA Governor)
 Revd Linda Lonsdale (LL - Foundation Governor)
 Mrs Jenny Marks (JM - Foundation Governor)
 Mr John Lomax (JL - Chair of Governing Body, Foundation Governor)
 Ms Wendy Nicholas (WN - Headteacher)

Apologies: Mrs Jenny Beresford-Jones (JBJ - Foundation Governor)

In attendance: Mrs Sally Coyle (SC - Clerk to the Governing Body)

1. Welcome and Apologies for Absence	
Governors were welcomed to the meeting. Apologies for absence were accepted from JBJ.	
2. Governors' Declaration of Interest in Agenda Items	
None declared.	
3. Notification of AOB and Confidential Items	
AOB – Parent Questionnaires	
4. Election of Chair for 2016/17 Academic Year	
A self-nomination was received from BS and this was unanimously accepted by committee members. <i>Proposed: JM. Seconded: LL.</i>	
5. Review of C&W Committee Terms of Reference	
The TOR were unanimously accepted by the committee subject to the inclusion of a listing of statutory policies. <i>Proposed: LL. Seconded: JM.</i>	

<p>6. Minutes of Last Meeting – Monday 19th May 2016</p> <p>The minutes were approved as a true record of the meeting. <i>Proposed: JM.</i> <i>Seconded: JL</i></p>	
<p>7. Matters Arising from the Minutes</p> <p>5. Westmorland Gazette – good coverage received regarding the Big Pedal challenge</p> <p>10. EHA Referrals – WN confirmed that EHA forms were used for educational issues as well as safeguarding issues and 2 referrals had been made for children with medical needs</p> <p>11. Numeracy Subject Review – actioned and presented to governors in May</p> <p>12. Dallam School Youth Chaplain</p> <p><i>Action:- LL to follow up with the school chaplain and pass details to WN if the offer of support to Year 6 students transferring to Dallam was still available</i></p> <p>5./6. Signage and Open Day covered under Agenda Item 8.</p> <p>8. School/Church Liaison Group covered under Agenda Item 10</p>	<p>LL</p>
<p>8. Marketing Update</p> <p>School Signage – governors concurred that the 2 school signs should be replaced (cost: £320 including fitting) and a new design was selected</p> <ul style="list-style-type: none"> • <i>Action:- WN to progress with arranging new signage</i> <p>Open Day – it was agreed that an Open Day should be arranged for the <u>18th October</u> (10am-12pm and 5pm-7pm)</p> <ul style="list-style-type: none"> • <i>Action:-</i> <ul style="list-style-type: none"> ○ <i>WN to update the prospectus and make arrangements for publicising the Open Day via the media/website/Gateway/posters/banners etc. Also include details plus the prospectus in baptism gift bags</i> ○ <i>SC to include on the agenda for the 4th October meeting</i> 	<p>WN</p> <p>WN/LL</p> <p>SC</p>
<p>9. School Development Plan Review</p> <p>To be issued in advance of the 4th October meeting. SEF already circulated via email.</p>	

10. School / Church Liaison Group	
<p>The committee discussed the difficulties experienced when trying to get more families involved in joint events and concurred that signing up in advance for events often helped.</p> <p>Action:-</p> <ul style="list-style-type: none"> • WN/LL to meet to agree plans for 2016/17 • Any ideas to be sent to BS/LL/WN before 4th October 	<p>WN/LL ALL</p>
11. Policy Update	
<p>SC confirmed that CK would be bringing the policy tracker to the 4th October meeting and all statutory policies would be updated prior to then, reviewed by governors and then signed off. The non-statutory policy list would be reviewed and policies updated or removed as applicable.</p>	
12. Subject Reviews	
<p>WN confirmed an updated schedule for 2016/17 would be discussed at the 4th October meeting.</p>	
13. Any Other Business	
<ul style="list-style-type: none"> • Parent Questionnaires <p>Action:-</p> <ul style="list-style-type: none"> ○ It was agreed that a précis of comments together with feedback from the school should be included on the school website. WN to compile and BS to check ○ Governor profiles to be included on the website so parents know more about who they are. 50 word summary of background/experience to be forwarded by each governor to SC in advance of 4th October meeting and new photo to be taken including JM 	<p>WN/BS ALL</p>
14. Confidential Items	
<p>Not applicable.</p>	
15. Date of Next Meeting	
<p>Committee meeting dates TBC. (Governing Body – 4th October; SIP – 22nd November)</p>	

Signed: (Chair)	
Date:	