



Beetham Church of England (Aided) Primary School

Governing Body

Minutes of a SIP Meeting of the Governing Body, held in Beetham Church of England (Aided) Primary School on Tuesday 27th February 2018 at 7pm

Present: Mr John Lomax (Chair, Foundation Governor – JL)
 Mrs Jenny Marks (Foundation Governor – JM)
 Mr Chris Christou (Parent Governor – CC)
 Ms Wendy Nicholas (Headteacher - WN)
 Mrs Vivien Stirrup (Foundation Governor – VS)
 Mrs Jenny Beresford-Jones (Foundation Governor – JBJ)
 Mr Dennis Wright (Foundation Governor – DW)
 Mrs Sarah Easton (Foundation Governor – SE)
 Ms Hannah Gardner (Parent Governor – HG)

Apologies: Mrs Rachel Wray (Foundation Governor – RW)
 Mr Brian Smalley (LA Governor – BS)
 Mrs Kirsty Klijn (Staff Governor – KK)

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

1. Welcome and apologies for absence	ACTION
<p>JL welcomed everyone to the meeting. Apologies for absence were received from RW, BS and KK.</p> <p>In view of WN being informed that the SIAMS inspection would be taking place on Thursday 1st March the curriculum workshops scheduled to take place were postponed and Agenda Item 6 was replaced with "SIAMS Preparation".</p>	
2. Declarations of Interest	
None declared.	
3. Notification of AOB and Confidential Items	
None notified.	
4. Minutes of last SIP Meeting – Tuesday 14 th November 2017	
<i>The minutes were agreed as a true record and signed by JL. (Proposed: JL. Seconded: JM)</i>	

<p>5. Matters arising from the Minutes</p> <ul style="list-style-type: none"> • Governing Body Health Check – BS to confirm that this has been completed • Reflective Space/Prayer Garden – WN confirmed that a temporary space had been set up in the beehive • End of Year Report to Parents – WN confirmed that the report had been emailed to parents and was also on the school website • CPGF Training - Governor Pointer Questions – governors to review questions distributed by BS in advance of the next meeting • Educational Visits – WN to email forms for upcoming visits through to CC for approval • Policies – see Agenda Item 7 • Safeguarding Training – outstanding certificates to be forwarded to CK 	<p>BS</p> <p>ALL</p> <p>WN/CC</p> <p>ALL (as applicable)</p>
<p>6. SIAMS Preparation</p> <p>WN confirmed that Jo Williams from Over Kellet Wilson’s Endowed CE School would be leading the SIAMS inspection the following Thursday.</p> <p>Governors proceeded to discuss in detail the pre-inspection briefing document emailed through to WN, outlining to what extent it was felt that the evidence provided by WN supported the school’s self-evaluation of Outstanding and detailing the issues that would be explored further during the inspection.</p> <p><i>(Detailed notes from the discussion taken by WN).</i></p> <p>The timetable provided by the inspector was reviewed and VS/JM/SE/BS confirmed that they would be available at 1.45pm and 2.15pm to meet with the inspector as applicable. They also confirmed that would meet the following day at 4pm to prepare. JBJ and CC highlighted that they might also possibly be available. WN highlighted that all governors were invited to attend the feedback session at 5pm.</p>	
<p>7. Any Other Business</p> <p><u>Policies</u></p> <p><i>Behaviour Policy</i> – the updated policy was unanimously approved by governors (<i>Proposed: JL. Seconded: VS</i>)</p> <p><i>Collective Worship</i> – the updated policy was unanimously approved by governors (<i>Proposed: VS. Seconded: JM</i>)</p> <p><u>Drain Issues</u></p> <p>Governors agreed that the school should proceed with a full site survey at a cost of £575. WN to progress accordingly.</p> <p><u>Additional Classroom Space for September 2018</u></p> <p>WN confirmed that she had a meeting arranged with a portacabin supplier on Tuesday 6th March. Staff were also exploring other possible options.</p>	<p>WN</p>

<p><u>Nursery Income/Expenditure</u></p> <p>In view of the fact that the nursery had been up and running for 6 months, CC asked WN to email an updated version of the original projected income/expenditure spreadsheet to governors.</p> <p>WN confirmed that this would be actioned and highlighted that after Easter there would be 9 children in the nursery,</p>	<p>WN</p>
<p>8. Confidential Items</p>	
<p>N/A.</p>	
<p>9. Date of Next Meeting</p>	
<p><u>SIP</u> - Tuesday 26th June at 7pm.</p> <p><u>Committees</u> - Monday 14th May (Community and Welfare at 5pm, Curriculum and Staffing at 6pm and Finance and Resources at 7pm)</p> <p><u>Full Governing Body</u> - Tuesday 22nd May at 7pm</p>	

<p>Signed: (Chair)</p>	
<p>Date:</p>	