

HOLBETON PRIMARY SCHOOL GOVERNING BOARD 2017-18

Minutes of the GOVERNING BOARD Meeting			
Date/Time: Wednesday 17th January 2018 at 6.15pm		Location: Holbeton School	
Attendees	Initials	Attendees	Initials
Shona Godefroy (Chair)	SG	Isabel Riquelme Pino	IRP
Di Baumer	DB	Jackie Rundle	JR
Jonathan Garstang	JG	Richard Selwyn	RS
Jack Purkis	JP	Pete Hearn	PH

In Attendance	Initials	
Deborah Fox	DF	Clerk

Apologies	Initials	Reason
Karen Flower	KF	Holiday
Anne Mildmay-White	AMW	Unwell
Paddy Power	PP	Work commitment

Ref	Action or Decision	Lead
FGB36 17/18	The Chair welcomed governors to the meeting with apologies for absence noted and sanctioned.	
FGB37 17/18	No declaration of any conflict of interest was declared.	
FGB38 17/18	Approval of Minutes from the Meeting held on 6th December 2017: The minutes from this meeting were agreed and signed as a true record.	
FGB39 16/18	Review of Action List and Matters arising from Minutes of meeting held on 6th December: The Action List was updated to reflect outstanding actions. Terms of Reference for Lead Governors: This document has been updated, signed and circulated for governor reference.	
FGB40 17/18	Update on progress to join the MAT: SG informed governors that she had met with representatives from Westcountry Schools Trust where on-going discussions were held in advance of the next Trustee meeting which takes place on 1 st February. At this meeting a decision will be made as to whether Holbeton School is invited to join the MAT.	
FGB41 17/18	Feedback and discussion from December Keys to Success Programme evaluation: Governors noted the report following the Keys to Success visit on 8 th December 2017 and felt this had been a very useful visit which provided positive feedback. SG, RS & DB had joined JR at a feedback meeting on the day	

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	of the visit and had an opportunity then to question directly Roy Souter about the content of his report.	
FGB42 17/18	Outdoor Learning Report: Governors noted the report produced by the University of Plymouth regarding 'Transforming Outdoor Learning in School'. Following discussion, governors agreed to move towards this way of teaching. JR confirmed the teaching staff would start to look at how this would be implemented within Holbeton School. It was agreed that an Outdoor Learning Policy would be created with governors monitoring the development of this way of teaching. JP to work with JR and report back to governors in due course.	JP
FGB43 17/18	Pre-School update: DB updated governors on the discussions taking place to enable the Pre-School to move on to the school site. A small working party will be set up to assist in accommodating the Pre-School on site. Initially they will continue to operate independently from the school. DB will report back to governors in due course. <i>JP left the meeting</i>	DB
FGB44 17/18	Caretaker/Cleaner contract: SG informed governors that following a review, notice has been given on the existing Caretaker/Cleaner contract with Devon Norse and will end on 31 st March 2018. A review of the current catering contract will also be undertaken. Revised contracts to be discussed further at the March governors meeting.	SG
FGB45 17/18	Lead Governor: Reports: Governors noted the reports received for Finance and Health and Safety/Buildings. The Lead Governor report for Curriculum was also noted. It was agreed that further discussion needs to take place before the term dates for 2018/19 can be agreed – to be agreed at March meeting. Policy Review: Governors approved the reviewed Sex and Relationships Education Policy as recommended by RS and agreed a future review in 12 months. Training courses: All requested courses had now been booked and governors will receive confirmation direct. School monitoring visits: The business cycle for the Spring Term to be circulated and Lead Governors agreed to review their specific areas and arrange appropriate visits into school and to submit reports as appropriate. <i>PH left the meeting</i>	RS
FGB46 17/18	Items brought forward by the Chair: Governor vacancies: A search for suitable candidates to fill existing vacancies is ongoing with some potential names being circulated for further discussion.	SG
FGB47 17/18	Dates and times of next meet meeting: The next meeting will be held on Wednesday 14th March 2018 at 6.15pm.	

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Ref	Action or Decision	Lead
	Agenda items and reports for next meeting to be submitted to Clerk no later than Tuesday 6th March 2018.	

The meeting closed at 7.55 pm

Agreed as a true record	Date