



Riverside Primary School
Minutes of the Full Governing Body Meeting
Tuesday 16th October 2018
Held at school at 4:00pm

Governors Present:

Ruth Sayers (Chair)	Jeff Dawson	Jane Ford	Rebecca Bennett
Brian Jones (Head)	Joy Bush	Ben Ham	George Wheeler
Edward Carr (from 4.30pm)			

In Attendance:

Lisa Moran (Clerk)

01	<p>Apologies Anthony Launce – Accepted Matthew Rudd - Accepted Kimberley Hendy – Absent – No Apologies Miranda Crowley – Absent – No Apologies</p>	
02	<p>Verbal Declarations of Interest for this meeting None</p>	
03	<p>Minutes of the last meeting 22.05.18 The minutes of 22 May 2018 were checked for accuracy, the Governors unanimously agreed they should be signed as a correct record.</p>	
04	<p>Matters Arising <i>Point 48</i> – Private Email Address – this has been set up, the address is chairofgovernors@riversideprimary.net The password is held by the Chair and Head Teacher. Parents will be made aware of this as an external way of contacting the schools with any concerns/issues. <i>Point 63</i> – Photos are not displayed on the website, but all staff are displayed on classroom windows</p>	BJ
05	<p>Governors' Correspondence None Received.</p>	
06	<p>Introduce New Governors Elections had been held for a new teacher and parent governor. Mr Edward Carr has been appointed as Teacher Governor and is affiliated to the Curriculum & Premises Committee. Mr Mathew Rudd has been appointed as Parent Governor and affiliated to the Finance & Personnel Committee. Jane Ford's term as a Foundation Governor was due to end on the 3rd November 2018, she was asked if she would like to renew her term for a further 4 years and Jane agreed to continue in her post as Governor until 2022.</p>	
07	<p>Head Teacher's Report</p> <ul style="list-style-type: none"> <i>Head Teacher's Report Autumn 2018</i> – We are a 72 place 15 hours a week Nursery, currently we only have 35 children attending. 15 of these children are entitled to 30hrs funding per week which is helping to boost funding received. We are hoping to be full in nursery by the spring term. Our intake into Foundation was 64, our current PAN is 90. Some year groups are extremely low, i.e. year 5 only has 56 pupils and 3 class teachers; educationally this is perfect, but our budget is not able to maintain the smaller year groups. It may be that as staff leave, we do not replace them. Current temporary contracts will not be renewed for staff. The falling role is not down to the performance of the school, but due to the demolition of properties and 	

	<p>families being moved out of the area. Things should start to improve when the new flats are built and families start to move back.</p> <ul style="list-style-type: none"> • <i>Staff</i> – Mrs Tate, Yr1 teacher and Mrs Mee, Nursery teacher return from maternity leave next term. Mr Yuill left at the end of last term and Mrs Turnock has settled well into the role of Deputy Head Teacher. Our 3 NQTs have settled in well, all are on temporary contracts with us for one year. 3 MTAs recently resigned from their posts, we advertised the posts and received 23 applications. The posts have been filled and all have settled in well. • <i>Learners. Parents/carers and other stakeholders</i> – Our Book Fair took place recently and was very well supported raising over £800 to purchase books for the school library. Unfortunately we recently had to cancel a year 2 trip to the zoo as 30% of parents had not made the necessary donation towards the costs. We can only ask parents for a “voluntary” donation and the school always covers at least 50% of the cost of a trip. School budgets are getting tighter and we are not able to subsidise costs as we once did. • <i>Learners & Achievements</i> – Results of the Year 1 phonics test and the year 2 and 6 SATs will be out shortly. The Head Teacher will be asking governors from the curriculum committee to form a working group to analysis the data. • <i>Personal Development and Well Being of the Learners</i> - Riverside Rocks, our young carers support group, goes from strength to strength, with weekly breakfast and lunch meetings and a trip to the beach this half term. Mrs Turnock has re-launched our Thrive programme to support our most needy pupils and has renamed it “Nurture Support”. We have had no racist incidents or exclusions at the school this term. • <i>Inset Programme</i> – A full inset programme was circulated for the term. Governors are always welcome to attend any inset session. Emphasis is on teaching & learning this term; although teaching is good across the whole school we are putting in that extra push to make it excellent! • <i>Outside Agencies</i> – The School Council, made up from pupil representatives from each class, continues to meet each month. • <i>Leadership and Management</i> – Budgets are falling and we are starting to notice tougher decisions having to be made when it comes to our expenditure. We are 36 pupils down on last year’s census which equates to a loss of approximately £110K of funding. • <i>Governors’ Visits to School</i> – 58 visits had been made to school between May and July '18, many thanks to all Governors for dedicating this additional time to our pupils. Special mention was made of Becky Bennett, the Link Governor for Riverside Rocks, who had visited the group every week and Ben Ham for his support during Theme Week. • <i>Governor Training</i> – No training had been attended during May and July. Details of future courses and how to enrol on them were circulated to Governors. 	
08	<p>MAT Update</p> <p>The Head teacher continues to attend termly meetings with the Heads of Horizon schools and keeps in close contact with their CEO, David Bradford. We have not agreed any date to convert to Horizon at present, and are considering all options before any final decision is made.</p> <p>At present only 14 out of 62 schools in Plymouth are still supported by the LA and it may be that this support will not be sustainable in the future.</p> <p>If we did not convert, any funding received for the conversion process would have to be refunded in full.</p> <p>Q. <i>If we do not join soon, could the offer to join Horizon be withdrawn?</i></p> <p>A. <i>No, their CEO is keen for us to join and our budget and results make us a very attractive school.</i></p>	

09	Link Governor reports As Mr Launce was not available, this will be moved to the next full governors meeting.	AL
10	Committee Reports Personnel & Finance – Mr Dawson highlighted the main points from the meeting held on the 9 th October 2018. Curriculum & Premises – Mr Ham highlighted the main points from the meeting held on the 19 th June 2018. Mr Launce and Mr Dawson had been appointed as Chair and Vice Chair of the F&P committee. Teacher Pay Reviews were discussed and the proposed % increases were agreed. Subject Coordinator Reports had been received on Literacy and the Foundation Stage. Relevant policies had been reviewed and agreed. Full minutes are held in the Clerk’s Office for governors’ further perusal if required.	
11	Policies <ul style="list-style-type: none"> • Medicine & Supporting Pupils at School with Medical Conditions Policy – Amendments made regarding the administration of non-prescription medication and the storage of emergency medicines in classrooms – Reviewed and Approved • 2020/21 Admission Policy to go to consultation through PCC. Draft agreed with the removal of transfer to Horizon as from January 2019. 	
12	Items for Next Agenda MAT Update Child Protection & Safe Guarding Report	
13	AOB Governors were reminded that they all need to complete the HAYs Safeguarding online training. If anyone cannot remember their passwords, please contact Paula Wardle who will be able to reset it for you.	All Govs
14	Close and Date of Next Meeting The Chair thanked governors for attending and it was noted that the next meeting would be held on Tuesday 5th February at 4.00pm There being no further business the meeting closed at 5.00pm	

The minutes were signed as an accurate record of the meeting by:-

Signed.....**(Chair)**

Date.....