



An Daras Multi Academy Trust

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Executive Head Teacher – W Hermon
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20/03/17

Minutes

Windmill Hill Academy; Local Governing Board; Spring 2 Friday 17th March 2017 at 9.15am at Windmill Hill Academy

Note that actions are highlighted in bold and red, and will be carried forward to the next meeting and questions or challenges during the meeting are highlighted in bold and blue

1. Welcome and Apologies

Present: Ali Parsons (Chair), Emma Gilbert, John Harris, Ruth Bawden, Karin Clark, Andrew Terry (HoS), Jo Callow (EHT)

Apologies: Paul Smith

In Attendance: Clerk, Emma Downing (potential new Governor).

2. Declarations of Interest Relevant to this Agenda

AT and JC are employees of ADMAT.

3. Confirm Minutes of LGAB Meeting Spring 1 (27th January 2017) and Matters Arising

- H&S Governor requested to conduct a visit and report at Summer 1. PS. *Due to illness, this will need to be deferred and it is suggested that someone takes over this role, even if on a temporary basis. KC agreed to take this on, **add update to Governors to Summer 1 agenda. KC***
- Carry forward PE Impact Governors report. EG. *See item 15.*
- Skills audit and skills matrix – carry forward to Summer 1. Clerk. ***Carry forward to next agenda. Clerk.***
- Educational visits policy. HoS. *See item 16e.*
- Asbestos Management Policy – seeking clarification on responsibilities between Directors and LGABs. Clerk. *WH will produce a note clarifying responsibilities regarding asbestos management. **Carry forward to Summer 1 as Asbestos Management Update. Clerk***
- Teaching and Learning policy. HoS. *See item 16f.*
- Feedback gate preference to Directors Committee. Clerk. *LGAB will be presented with the relevant information. Clerk will chase at next relevant Director committee meeting.*

The Chair signed the previous minutes.

4. Confidential Agenda Items

See part of item 5.

5. Head of School Report

[Redacted]

The Chair challenged the content of a recent Foundation Yr police visit? KC briefed that it included familiarisation with what police do and a look around a police car, and to ensure

they are not scared of police. Visits also occur from other professionals such as paramedics.

The Chair challenged the HoS for feedback on the learning walk – what was the outcome? JC explained what happened – some displays need work and some areas need de-cluttering but overall it was a positive exercise.

ED was asked to leave the meeting. Next matter is covered in the confidential minutes. ED re-joined the meeting.

6. AIP Update and Next Steps

The Chair discussed the AIP and challenged the HoS as to whether he is content that progress is being made. HoS discussed some aspects but is content it is going in the right direction.

7. 380 Session and Day Timings Confirmation

The Governors were content this is in order.

8. RE/Collective Worship Compliance

RB will visit for reflection time and conduct an audit of religious artefacts. HoS confirmed that whole school assemblies, class assemblies and reflection time occur, and that RE is on the curriculum. JC mentioned the resource sourced from St Catherine's called "Understanding Christianity". **JH challenged whether evolution is covered in science too in order to balance the RE creation syllabus?** JC explained that RE is mandated, science lessons follow the syllabus but is not taught to specifically counter the religious view. RE is taught by imparting knowledge and what is believed (ie what Christians believe), it is not about telling the children what to believe. **ED questioned what reflection time is?** HoS explained. **JH challenged if it includes world news matters and AP challenged if it is student led?** HoS explained that it is a mix of staff and student led, it reflects on the day and other matters. WHA is compliant with RE.

9. Nutritional Review on School Meals

Governors discussed school meals and the provision at WHA is compliant.

10. Premises

An answer on the Horsa hut funding is imminent. Garden area is being developed. There have been issues with refuse and recycling; this is being looked at by the central team. Governors are awaiting details of the gates and discussed safety of the road outside the gates. KC will speak to Assistant Business Manager to price up extending access to path on the left outside the gate or a pathway through the garden to the back gate. Once this is done, the Clerk will ensure the proposal is put to the RSS committee in the summer term.

Action: Price up options for access to outside the gate. KC

EG challenged that she had noticed that the school gates had not been shut and locked all through the school holidays. HoS will investigate.

11. Budget Review

No change from the last review.

12. Governor Visit Feedback

Governors will hand in their visit reports and the Clerk will upload on to the portal.

13. Safeguarding Governors Report

No concerns, SCR up to date.

14. PPG Impact Governors Report

EG has assessed Yr 6 to see how PPG is performing against non-PPG; PPG are performing well in this class. In Yr 5 there are 11 PPG, of which some need extra support. The teacher feels that there is a range of ability among PPG and that additional staff provision is effective. EG is content that funding seems to be being applied correctly but at the moment is just getting a feel for how it all works.

15. PE Impact Governors Report

EG briefed Governors on the findings of her PE impact visit report. Rising Stars books working well, pupil surveys are being done for feedback on sports and activities, and some PE funding, if available, needs to be put towards sports equipment and play equipment.

KC challenged whether the current train could be repaired rather than buy a new one?

The Governors discussed options and agreed it would come down to cost. **RB questioned what cricket coaches the school uses?** The HoS explained. EG explained that it would be useful to prove impact, if the children's fitness can be measured at the start and end of year. The Governors discussed options for funding school transport (mini buses) and potential sponsorship.

16. Review of Policies

- a. Risk Assessment – risk assessments are done regularly, no need for policy.
- b. Anti-Bullying – **Action: Carry forward to Summer 1. All**
- c. Marking – no changes. Governors approved.
- d. Curriculum – no policy at present.
- e. Educational Visits – no changes. Governors approved.
- f. Teaching and Learning – **Action: Carry forward to Summer 1. All**

17. Any Other Business

Chair reminded the Governors of the discussion on the home/school agreement that happened previously in a meeting between AP and EG. Governors agreed to revisit in time for Autumn term. AP and EG will come up with a proposal and discuss with HoS.

18. DONM

Confirm Summer 1 and 2 dates as 12th May and 30th June respectively, both starting at 9.15am. **RB apologies for 12th May.**

ED confirmed that she would like to be a Governor. The Clerk confirmed that she would be a LGAB appointed Parent Governor (no vote required due to lack of other nominations). RB will become a co-opted Governor. The HoS and Clerk will provide ED with the relevant paperwork, and HoS will arrange DBS check. Subject to this, ED will formally be welcomed as a Governor at the Summer 1 meeting.

Action: Add formal welcome to ED on next agenda. Clerk

Meeting closed at 10.50am.

Toni JH Martin
Clerk to LGAB

Distribution List:

Ali Parsons	Chair
Paul Smith	Community Governor
Emma Gilbert	Parent Governor
John Harris	Community Governor
Ruth Bawden	Co-opted Governor
Karin Clark	Staff Governor
Andrew Terry	Head of School
Jo Callow	Executive Head (designate)
Will Hermon	Executive Head/CEO
Paul O'Brien	Chair Board of Directors