

BALFOUR JUNIOR SCHOOL

MINUTES OF THE MEETING OF THE FULL GOVERNING BODY

Held on : 16 November 2007 at 1 pm.

Item	Description	Action
	<p>Present: Tony Jones Derek Betts Barbara Danahar Sue Bateman Dawn Loader Ben Marle Jayne Hems Sandra Mulholland Amy Anson Janet Enever Robert Eastwood Sue Hart</p> <p>In attendance Sam Norton</p>	<p>Headteacher Chair Community Governor Community Governor Teacher Governor Staff Parent Teacher Governor LEA Governor LEA Governor Parent Governor Clerk to Governors</p> <p>Deputy Head</p>
1.	<p>Apologies: Apologies were received from Philip Hall and Paul Brereton. Jason Wye did not attend.</p>	
2.	<p>Minutes of Meeting held on 20 September 2007 Approved as read and signed by the Chair.</p>	
3.	<p>Matters Arising from the Minutes No matters arising</p>	
4.	<p>Headteacher's report In addition to agenda'd items, TJ has discussed 2009 end of key stage targets with LEA representative. This will now be discussed with staff and submitted to LEA. Attendance targets increased to 97%, as against 96.5% currently. Queried by govts that current figure should be acceptable. TJ explained that significant amount of absence is due to holidays; TJ does not always authorise this type of absence; thus endeavouring to reinforce the message with parents. The governing Body approved the targets for 2009 as presented by the head teacher. TJ attended a Joint Infant/Junior school evening; this included a presentation on extended school initiative; CYPT and clusters; counselling; mental health services among others. Turnout from parents was not as good as expected; but joint venture was a success.</p> <p>RAISEonline Report TJ presented and explained selected data from the recent RAISEonline Report on the School received from the LEA. Contextual Value Added, Progress Measures for Key stages and subject areas, Indicative School target for Key stage 2</p>	

	<p>2009 were amongst the data highlighted by TJ. The slightly lower performance of girls in maths was highlighted.</p> <p>B&H School Information Pack. This presents a comparison with other junior schools, eg in terms of key stage 2 results; and assists in benchmarking finance issues. Gender differences in maths attainment were discussed. Qu regarding possible actions on this issue. Maths booster groups are a possible solution. Further investigation with maths consultant and/or possible changes in teaching style are also being investigated.</p> <p>School Improvement Plan This had been emailed to all governors. It elaborates on priorities and actions for the SIP over the next 2 years. It is linked to the Every Child Matters agenda.</p>	
<p>5.</p>	<p>Reports or updating from committees:</p> <p>S.O.C and Communications Sub-Committee Terms of Reference will be modified; budget satisfactory; budget amendments proposed by TJ; items for School Improvement Plan earmarked in budget; Balfour is below the 5% threshold for budget carry forward; budget plan for 07-08 circulated; The school fund a/cs have been audited by Mrs Danahar.- Governors thanked her for this work. Budget plan as submitted to SOC was approved</p> <p>T&L Mostly covered in HT Report; ie statistical data; SIP; and Ofsted award for Outstanding School. A Survey of children under Healthy School initiative had been undertaken, but data not yet analysed. Chief Inspector also thanked Governing Body for their support in the school being graded as Outstanding in the Ofsted report.</p> <p>E&P Health & Safety Inspection had been completed; fencing around the school under investigation; fire risk assessment completed; solar panels under investigation; Elim Church development – all legal documents had been received. Future planned maintenance – list of items to be dealt with has been received from LEA. Possible additional storage under toilet block under investigation.</p> <p>SEN Governor Deputy HT confirmed that all intervention groups are in place. TAs are working well . Qu whether children are removed from the classroom; confirmed that they are where appropriate</p> <p>FBA liaison Governor AGM has been held. Xmas Fair on 15 Dec pm. FBA is providing finance for soft surfacing of play areas. Janet Enever left at 2.15 pm.</p>	
<p>6.</p>	<p>Financial Management System in Schools TJ presented an updated report on preparations being made ahead of the introduction FMSiS at this school; an assessment</p>	

	<p>may be made towards the end of this year. Action Plan – TJ highlighted significant areas: competencies for staff; SOC committee; leadership and internal controls; financial risk assessment;</p> <p>Question on lead time for this; Govs understand that this is a huge task to be completed by March.</p>	
7.	<p>Disability Equality Duty</p> <p>An action plan had been previously circulated to all governors. Actions are broken down over the following 2 years.</p> <p>Sam Norton highlighted that pupils with ailments like asthma or learning disability may be labeled as disabled. Systems will have to be in place to address these needs. Some concern expressed by governors over sensitivity of information and how this is used.</p>	
8.	<p>Correspondence</p> <p>The Chair passed on congratulations to the school on the successful School Film premiere.</p>	
9.	<p>Any other business previously agreed with the Chair</p> <p>None.</p>	
10.	<p>Dates of future meetings:</p> <p>16 Nov 1pm; 5 Feb 6.30 pm.; 29 April 6.30; 27 June 1 pm.</p> <p>Chairs of subcommittees to please plan dates and show terms of reference.</p> <p>The meeting closed at 2.40 pm.</p>	<p>Chairs of Sub Committees</p>