

**BROMLEY HEATH INFANT SCHOOL**

**FULL GOVERNORS MEETING**

**Minutes of a meeting of the Full Governing Body held on 26<sup>th</sup> May 2010  
at Bromley Heath Infant School at 6.00 pm**

No.	Item	Action
1	<b>PRESENT:</b> Neil Todd (NT) (Chair), Jane Hulm (JaH), , Tina Long (TL) ,John Essex (JE), Di Oxenham (DO) Andrew Dommett (AD), Heather Williams (HW), Chris Chrystal (CC), Juliette Hughes (JuH)	
	<b>APOLOGIES:</b> Maureen Frankcom (MF), Daksha Mistry (DM)	
2	<b>PECUNIARY and AGENDA INTERESTS:</b>  <b>Parent Governors with children attending BHIS.</b>	
3	<b>MINUTES FROM LAST MEETING:</b>  <ul style="list-style-type: none"> <li>• Section 8 – Training. Should read:- AD to attend Able Gifted and Talented, and Community Cohesion in May. HW attending Assessment for Learning in May</li> </ul>	
4	<b>MATTERS ARISING:</b>  <ul style="list-style-type: none"> <li>• Arrangements have been made for Louise Barber to return from Maternity Leave.</li> <li>• NGA Books circulated. Request made for everyone to return those that have been read for redistribution at next meeting.</li> </ul>	<b>All</b>
5	<b>HEAD TEACHERS REPORT</b>  <b>CC provided a written report to Governors (See attached)</b>  <b>Overview of Report:-</b>  <b><u>Development and Well Being</u></b>  The Transition programme is in place with slight changes made from last year. A letter will go to parents at the start of the new term and transition will then start. TL and DO are on a joint transition project with staff from the Junior School. Fran Park has been liaising with Early Years and Pre School Groups and the new Foundation Classes have been agreed.  The School Council are happy with the new School Logo for uniforms. The logo has been agreed with input from parents. Parents will be able to order uniforms on line to make things easier to manage for them.  Term 5 has been busy with no agreed holidays taken by children. Assessments have been completed and information is ready to send to the Local Authority. The last week of Term 5 is Food Week. Children have enjoyed themed days of food from around the world.	

	<p>The Local Authority have requested data for year 1 in addition to the data already provided. This will enable them to hold a complete database to track and compare with other schools locally and nationally. Year 1 and Year 2 children will be analysed to find out where more support is required for learning.</p> <p><b><u>Leadership and Management</u></b></p> <p>An ICT Vision statement has been produced (refer to HT Report) JaH and CC have reviewed observations made and acted to move things on quickly where required. TL and Diane Ashman will be observing literacy and ICT. Able and Gifted Children will be supported to provide sufficient challenges The School are looking to achieve the Healthy School Status again this Summer. Sophie has been involved with this project to help her development as a new teacher. School results are above other schools nationally In order to monitor the curriculum and ensure continuity, teachers will work in teams. TL and DM reviewed the 3 year expenditure to meet FMSIS standards. Thanks were given to Governors for their input and commitment to the school. Coffee mornings have been well attended. There are a core group who attend every one, but also new additions joining. Friends of School have been pro-active since new people have joined. There are strong people with good ideas. Fran Park represents staff on this group.</p> <p><b><u>Quality Provision</u></b></p> <p>Small changes to be made to the curriculum next year. CC will liaise with Faye Kitching from BHJS through the year as there were a couple of overlaps of curriculum projects in both schools. The Grounds Group have been well supported by parents. The 1<sup>st</sup> stage has been very successful and children love it. There has been a good mix of year groups playing in the new area and a noticed difference in girls joining in.</p>	
6	<p><b>COMMITTEE REPORTS</b></p> <p><b>Finance: -</b></p> <ul style="list-style-type: none"> <li>• Looked at cost for play area</li> <li>• There could be restrictions on money through the new government so JE suggested speeding up the process for Play area through the Summer and pushing forward whilst money is available.</li> <li>• Security Fencing will go ahead during the Summer holidays. A broad guess of cost will be approximately £5 - £10,000 for BHIS. The fence will run from the corner boundary and will need pedestrian and vehicular access</li> <li>• The carry forward amount of £45,000 (8%) has increased to £56,900 (10%). To be safe of not losing any money, there will now be extra spend on the Elliott Building, Year 1 storage, Food preparation area, a new Projector and 8 new laptops. Also being considered is the sanding of the Hall floor.</li> <li>• £25,000 has been allocated to spend on the playground</li> <li>• CC and TL were asked whether there was anything else required but there are no new items to add at this time</li> <li>• The school is in a very financially sound position</li> <li>• The budget was proposed by the Finance Committee and approved by the FGB.</li> <li>• Statement of Best Value was proposed by AD and seconded by JH</li> <li>• The Internal control Set up was proposed by the Finance Committee and approved by the FGB</li> </ul>	

	<p><b>Curriculum: -</b></p> <ul style="list-style-type: none"> <li>• Concentrated on the new Outside Play Area.</li> <li>• Play Project will now proceed to Phase 2.</li> <li>• Good feedback from parents.</li> <li>• Children No longer feel restricted in play.</li> <li>• Lots of children joining in with gymnastics, playing on trees</li> <li>• An Ecopy of information to be sent to CLC.</li> </ul>	JaH
7	<p><b>CLASS VISIT</b></p> <p>No formal Governor class visits undertaken since last FGB meeting.</p>	
8	<p><b>GOVERNOR TRAINING</b></p> <ul style="list-style-type: none"> <li>• HW attended Assessment for learning in May. It was an interesting programme and raised awareness of teaching techniques.</li> <li>• TL, DO and AD all attended Able, Gifted and Talented but found it didn't really cover any specifics. Able and Gifted children are also included for achievements outside of school as well as academics. The course highlighted to Governors not to set a defined criteria and parents views should also be taken into consideration. It is difficult within these outlines to decide whether a child is Able and Gifted. Government suggest the top 10% of children should be added to the register but BHIS only registered a small group of approximately 1%.</li> <li>• JuH attended Sex Education for Primary Schools. There is no specific standard to be met for Primary School children at the moment. Schools should make the decision on how they approach this subject.</li> </ul>	
9	<p><b>PARENT GOVERNOR ITEM</b></p> <ul style="list-style-type: none"> <li>• There have been ICT difficulties with the new system. HW supervised children recently and now appreciates how difficult it is for children to get into the system. Lots of problems occurred and time was wasted. Over half the log in details didn't work. There has been almost 1 year of problems and this now needs urgent attention.</li> <li>• HW asked if Governors could do anything to help with the frustrations for children and teachers as ICT use in the school had now diminished.</li> <li>• Governors could help by checking through the log ins and noting which didn't work so the Local Authority could be informed. JuH offered to go through Year 2 log ins after the half term break. HW offered to come and help with Lion Class.</li> <li>• Query also raised which log in should be used when 2 children are working at the same computer at the same time.</li> <li>• NT suggested a request should be made to the Local Authority to investigate the problem and respond to NT.</li> <li>• There have been 2 near misses outside the school recently. A Churngold Lorry is parking on the pavement so children are walking around the outside. Drivers are abusive if approached about speeding. The road is used as a rat run,</li> </ul>	CLC

	<p>particularly during the morning rush hour.</p> <ul style="list-style-type: none"> <li>• There is currently no crossing patrol. DO to discuss with a man who may be interested.</li> <li>• It should be recommended that either Sleeping Police are put in or a 20mph speed limit enforced.</li> <li>• It was suggested awareness could be raised through the neighbourhood watch magazine.</li> <li>• Scooters – some children are not being supervised by parents and causing problems/accidents with others when they ride in to school. CC may put a comment in the Parent Newsletter to bring this to attention.</li> </ul>	<b>DO</b>
<b>10</b>	<b>STAFF GOVERNOR ITEM</b>  Nothing to report	
<b>11</b>	<b>COMMUNITY ITEM</b>  Nothing to report	
<b>12</b>	<b>ANY OTHER BUSINESS</b>  CC is awaiting an invitation to become an Academy School. Not enough is known about this at the moment but Pros and Cons need to be considered before a decision is made. Thoughts around this subject will be discussed at the next meeting when information should be in hand.	
<b>13</b>	<b>DATE OF NEXT MEETING</b> FGB – 30 <sup>th</sup> June at 6pm with SIP attending Curriculum Meeting – 30 <sup>th</sup> June at 5pm Finance Committee – 30 <sup>th</sup> June at 5pm	