

Brunswick House School Full Governing Body Meeting
Minutes of the Full Governing Body Meeting
Held on 9th February 2015 3.45 – 5.45pm

Present: Miss J Hogan (Acting Chair) ; Mr J Bateson-Cooper; Mr F Mughal: Miss E Dunnet: Mrs R Barnsby: Dr J Rodgers; Mrs W Skinner (HT); Mrs S Barnett: Mrs S Jones (5.00pm);

Clerk: Mrs S Craig

	Item	Purpose	Action
Procedural			
1.	Apologies for absence	Apologies were accepted for SJ who would attend late, LH agreed to Chair the meeting in her absence. Mrs L Felstead had not offered her apologies, Clerk to contact. The meeting was quorate.	Clerk
2.	Declaration of Business Interest	Governors were given the opportunity to declare any business interest relating to agenda items and were reminded that they should declare any interest should it become relevant during the meeting. No changes to the register were declared.	
3.	Governing Body Issues	<u>Election of Vice-Chair</u> Governors were invited to stand for the position of Vice Chair. The role was outlined and LH put herself forward for the position. All agreed to the Election.	
4.	Minutes of previous meeting	The minutes were considered and agreed they were an accurate record of the meeting and were signed by the chair. <u>Matters Arising</u> It was confirmed that the schools mission statement was now on the website. WS updated the Governors on the parking action outside of the school gates and the school is trying to get a crossing. <ul style="list-style-type: none"> • Local councillors supporting • KCC seem to have done a U turn in their support Governors all agreed to give their support to the action.	
School Improvement			
5.	Governing Body Reports	Governor Monitoring It was agreed that a verbal summary should be given	ALL

		at FGB meetings by monitoring pairs. Governors requested that working party leaders advise governors in advance the content of the meeting and that reports from the working party leader and the monitoring pairs should be available to all governors.	
6.	Governing Training	ED agreed to become training and development governor. WS agreed to pass ED a previously used grid to monitor training. It was agreed that Governor support are offering limited training for governors at present and it is difficult to secure a place.	WS
7.	Review Policies	Mrs E Bourdillon (Senco) attended the meeting to outline the changes to the new SEND Policy. EB explained that the collaboration had funding for training to shape speech and language. EB gave an update on Reading recovery and Phonics count within the school. Governors questioned how this was assessed, EB explained how the programs worked with KS1 children. All agreed to adopted the changes to the policy. Attendance Policy – no changes to be made all agreed to adopt the policy.	
8.	Briefing Notes	WS went through the grid previously prepared. It was agreed that a Finance meeting be scheduled for the first week in term 6 in line with the later date to submit the new 3 Year budget.	Clerk
Other			
9.	Chairs Actions/ Correspondence	None	
10	Any Other Urgent Business	Personnel item.	
11	Confidentiality	AOB item	