

**THE GOVERNING BODY OF MILL LANE PRIMARY SCHOOL**

Minutes of a meeting of the Governing Body held at 5.00 pm at the School on Thursday, 14<sup>th</sup> March 2019.

PRESENT

Mrs L Kilroy (Vice-Chair), Miss C Barlow, Mrs C Ellis, Ms J Johnson, Miss A Eddings, Mrs B Ottewell, Mrs C James.

In the absence of Mrs Farooq, Mrs Kilroy took the Chair for the meeting.

49. APOLOGIES FOR ABSENCE, CONSENT AND DECLARATIONS OF INTEREST

Apologies for absence were received from Mrs H Farooq, with consent.

There were no declarations of interest.

50. NOTIFICATION OF ITEMS TO BE BROUGHT UP UNDER ANY OTHER BUSINESS

A number of items were notified to be bought up under Any Other Business.

51. REPRESENTATION

(a) The following matters of representation were noted:

End of Term of Office

<u>Name</u>	<u>Category</u>	<u>With Effect From</u>
Mr Amir Ilyas	Parent	18.12.18

Appointment

<u>Name</u>	<u>Category</u>	<u>With Effect From</u>
Ms Catherine James	Co-opted	24.1.19

(b) LA Governor Vacancy

RESOLVED: That Ms Alexandra Mackie be appointed as an LA governor, subject to satisfactory DBS clearance.

52. MINUTES OF THE MEETING HELD ON 8 NOVEMBER 2018

RESOLVED: That the minutes of the meeting held on the 8 November 2018 be approved and signed by the Chair as a correct record.

53. MATTERS ARISING

(a) Crossing Patrol Officer

Ms Johnson had been trying to contact Karen North regarding the crossing patrol and Miss Barlow also agreed to follow this up.

(b) Governing Body Delegation Planner

RESOLVED: That this matter be deferred to the next governors' meeting.

54. REPORTS FROM COMMITTEES

Minutes and reports from committee meetings would be circulated to governors by the Head Teacher for information.

55. HEAD TEACHER'S REPORT AND GOVERNORS' QUESTIONS

Miss Barlow spoke to her report and answered questions raised by the governors.

Governors thanked Miss Barlow for her report.

56. FINANCIAL MANAGEMENT AND BUDGET MONITORING

Financial monitoring had been covered and addressed at committee level.

57. SAFEGUARDING

There were no issues to raise regarding safeguarding.

58. POLICIES FOR REVIEW BY THE FULL GOVERNING BODY

The following policies had been circulated to governors prior to the meeting for consideration:

Behaviour Policy  
Data Protection Policy  
Teaching & Learning Policy  
Evacuation Procedure  
Staff and Volunteer Code of Conduct  
Home-School Agreement

RESOLVED: That the above policies be agreed and adopted by the Governing Body.

59. HEALTH AND SAFETY ACTION PLAN

The Health and Safety audit was explained to the governors along with a further explanation of all actions.

60. SINGLE CENTRAL RECORD

It was confirmed that the Single Central Record was up to date and accurate.

61. ATTENDANCE

Attendance had been covered in the Head Teacher's report.

62. PREVENT

There were no issues to report at present.

63. BATLEY AND BIRSTAL HUB

Governors noted that the school was currently working with the Hub on GDPR.

64. GOVERNOR TRAINING AND GOVERNOR VISITS

Mrs Kilroy had completed the Mile a Day in school.

Ms Johnson and Mrs Ellis had attended the Spanish Day for Years 3 and 4.

From September, more formal visits would be planned which would link into the School Development Plan.

65. ANY OTHER BUSINESS

Relationships, Health and Sex Education (RHSE) Policy

Miss Barlow read the response to the Relationships, Health and Sex Education Policy from Class 5/6. The pupils had welcomed the policy and were very keen to learn.

66. DATES OF FUTURE MEETINGS AND POSSIBLE AGENDA ITEMS

RESOLVED: That the next meeting of the full Governing Body be held at 5.00 pm at the School on Thursday, 13 June 2019.

67. AGENDA, MINUTES AND RELATED PAPERS – SCHOOL COPY

RESOLVED: That no part of this agenda, minutes or related papers be excluded from the copy to be made available at the School, in accordance with the Freedom of Information Act.