

## **Governing Body of Bowhill Primary School**

### Buildings and Finance Committee Meeting

Tuesday 18<sup>th</sup> November 2014 at 5.00 pm at Bowhill Primary School

**Present:** Caren Brooks, Reg Edwardson, Rod Ruffle, Mark Burnard,  
Claire Quick and Emma Walker-Brown

**Apology:** Natalie Bracher

**Absent:**

**In attendance:** Karin Gordon Jackie Nicolle (SENCo)

\*Fire exit procedures detailed by KG \*

Jackie Nicolle (SENCo) attended the Meeting to speak to the Governors with regard to the changes to SEN Policy, i.e. categories of needs, which breaks down into four areas of special needs. JN advised that we have eight children on statement at the moment, in time these will now become Educational Health Care Plans. CQ asked whether children with a statement at present would lose this but JN said that it had been stated this would not occur. JN advised that CAF (Common Assessment Framework) is now known as DAF (Devon Assessment Framework).

#### **1. To receive/approve apologies for absence**

Apologies received as above.

#### **2. To consider minutes from the committee meeting on Tuesday 23<sup>rd</sup> September 2014**

Minutes approved as accurate record of meeting.

### **3. To discuss matters arising from the minutes**

No matters arising.

### **4. To review SMIP/SEF/Safeguarding (inc. SEN Policy, Child Protection and Children in Care Reports)**

CB met with Linda Ross regarding TISP, KG will forward to Governors prior to FGB Meeting on the 25<sup>th</sup> November in order that this can be approved and forwarded to DCC for their approval. SEF has at yet not been updated.

CB advised that Kate Williams is working with one child on the Child Protection Register, seven who are listed as Child in Need (6 families), fourteen children have a DAF (Devon Assessment Framework) (13 families), one has a CAF (Common Assessment Framework). There are two targeted families and one other family on the list. There are no Children in Care at present. She is informally supporting seven sets of parents. KW is very proactive at the drop in Café, meeting with families.

### **5. To review budget**

Governors reviewed budget and at current time are on target.

Email from CQ to IB: Do you know why the original budget isn't on the report? It only seems to show the current budget. Also, it seems odd to me why there is 'funding for sixth form students'?. What's the WELC income of £8175?

Reply from IB: There is an option to include a column for the original budget, which I can include on future reports. Our Finance Consultants, at Babcock, are in discussion with Scomis regarding the software and this includes the funding for sixth form students appearing on reports for primary schools. West Exe Learning Community funding of £8175 includes money towards our Wider Opportunities for Music (brass and woodwind), funding towards our Parent Support Adviser and also funding towards our SENCO.

RR, CQ and EW-B would like to meet with IB at the end of the January to discuss the new monitor and will confirm date.

### **6. To agree Best Value Statement**

Best Value Statement was viewed by Governors and agreed, duly signed by RE Chair of Governors.

## **7. To consider any other matters brought forward by the Chair**

IB has requested that Governors review the continued use of the old style monitor until the end of the financial year rather than it being switched off at the end of December and if they are agreeable for the Governors to write to Adrian Fox at DCC. Governors were agreeable for a letter to be forwarded.

**NOTE:** IB advised that after attending a Bursar Briefing they were advised that with regard to the old monitor, this is going to remain available until the end of the Spring term, but only for reference and reconciling, therefore, no further action is needed.

To approve quote obtained for the installation of gates and sail shade in Reception Playground. RR proposed approval and CQ seconded this, therefore Governors approved.

MB advised Governors on Pupil Progress. Maths Advisor, Helen Edington, is supporting school, and will be visiting on the 4<sup>th</sup> December. He stated that common marking guidelines will be used across the school (this is part of the TISP Plan). He has also met with staff about targeting children who are in need of support, with a designed intervention programme for specific children.

## **8. To confirm the dates of next meetings**

FGB 25<sup>th</sup> November 2014

P&C 13<sup>th</sup> January 2015

B&F 20<sup>th</sup> January 2015

P&C 24<sup>th</sup> February 2015

B&F 3<sup>rd</sup> March 2015

FGB 17<sup>th</sup> March 2015

There being no further items to discuss, the meeting closed at

Signed \_\_\_\_\_ Dated 6.55 p.m.