

Bowhill Primary School

Personnel and Curriculum Meeting

Date of meeting	21 st April 2015 6.00 pm 4/2 Classroom	Present	Caren Brooks(CB), Reg Edwardson(RE), Stephen Cousley(SC), Caroline Havard(CH), Rebecca Rankin (RRn)
		Apologies	Karen Cronin (KC), Darren Wallis(DWs), Debra Ward(DWd) and Karen Webb (KW)
		Absent	George Littlejohn (GL) and Ruth O'Neale(RO)
	Minute		Actions
	To elect Chair of P&C Committee To be discussed at next P&C Meeting SC to Chair this Meeting		KG
1	Fire Alarm There is no fire test today. If the alarm sounds then make your way quickly and safely to the playground		
2	Business interests None Declared		
3	To receive apologies Apologies received as above.		
4	To consider the minutes from the Personnel and Curriculum Committee meeting held on Tuesday 24th February 2015 Minutes approved as accurate record of meeting		
5	To discuss matters arising from minutes Item 10 . Sex Education Policy circulated to Governors recommended to be adopted at next P&C Meeting Item 11. RE and Collective Worship Policy to be discussed at next P&C Meeting		KG KG
6	To review TISP/Maths Progress Maths progress discussed and notes attached to Minutes. Governors stated pleased with progress that is being made. SC asked if SATs Practise Books were a success and RR stated that they had proved successful.		
7	To review SMIP/SEF and Safeguarding One child with Child Protection Plan, one Child in Need, three awaiting assessment for Child in Need, fourteen Dafs and another three in progress. SEF in process of being updated.		

8	<p>To consider Staffing structure</p> <p>No major changes to staffing structure other than an additional teacher for Year 3/4</p>	
9	<p>To review Pay Policy</p> <p>Governors reviewed proposed amendments to Page 19 and these to be adopted at next P&C Meeting</p>	KG
10	<p>To review Appraisal Policy and Procedures</p> <p>New LA Policy adopted in September 2014.</p>	
11	<p>Governors Reports</p> <p>CH visited Year 6 and will send in report via email</p> <p>CH and SC conducted Literacy Walk and will send report via email</p> <p>Both reports will be forwarded to all Governors</p>	KG
12	<p>To consider any other matters</p> <p>Governors discussed the tenth anniversary of Bowhill – suggestions whole school party and talent show.</p>	
13	<p>To agree dates of next meetings</p> <p>B&F 28th April</p> <p>FGB 12th May timed agenda of one hour</p> <p>P&C 9th June</p> <p>B&F 16th June</p> <p>FGB 30th June</p>	

There being no further items to discuss the meeting closed at 7.15 p.m

Signed Dated.....