

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

Personnel and Curriculum Meeting held on

Tuesday 16<sup>th</sup> September 2014 at 6.00 pm at Bowhill Primary School

**Present:** Caren Brooks, Karen Cronin, Stephen Cousley, Ruth O'Neale, Rebecca Rankin, Debra Ward and Karen Webb

**Apology:** Reg Edwardson, Darren Wallis

**Absent:**

**In attendance:** Karin Gordon

\*Fire exit procedures detailed by \*

### **Declaration of Business Interest**

#### **1. Appointment Re-election**

SC proposed RO'N as deputy chair and this was seconded by KW.

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

Apologies received as above.

#### **3. To consider minutes from the committee meeting on Tuesday 24<sup>th</sup> June 2014**

Minutes approved as accurate record of meeting.

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

UIFSM (Universal Infant Free School Meals) has been taken up by over 50% of KS1 and parents of new Reception have completed FSM forms.

#### **5. To review SMIP/SEF and Safeguarding**

KG circulated SMIP/SEF to Governors prior to Meeting and CB requested any suggestions from Governors for inclusion, particularly in section 4.

It was suggested that we adopt an Intimate Care Policy at Staff Meeting and KG will forward LA Model Policy to Governors for them to review and adopt at Part of Safeguarding Policy at next Meeting.

**6. To review Redundancy and Grievance Procedures**

KG circularised copies of the above to Governors prior to Meeting. Governors were happy to re-adopt.

**8. To discuss Register of Pupils**

There are 428 pupils on roll at present, 74 children started in Reception this September.

**9. To review Attendance Policy**

KG circularised copy of the above Policy to Governors prior to Meeting. It was agreed that the attendance target should remain at 96%.

**10. Governors Reports**

SC will be coming into view the new Canteen before half-term and RO'N will visit Year 6. KC would like to come in for a whole day to visit Year 4, and meet with Mr Tatchell-White in respect of RE/Collective Worship. KC will also meet with RRn in respect of Sex Education.

**11. To consider any other matters brought forward to the Chair**

No further matter to discuss.

**12. To confirm the dates of the next meetings**

B&F 23<sup>rd</sup> September

P&C 11<sup>th</sup> November

Staff/Governors Skittle Evening 14<sup>th</sup> November

Staff/Governors Tea 18<sup>th</sup> November 3.45 – 4.30 p.m. followed by

B&F 18<sup>th</sup> November at 5.00 p.m.

FGB 25<sup>th</sup> November

There being no further items to discuss, the meeting closed at 7.16 p.m.

Signed \_\_\_\_\_ Dated \_\_\_\_\_

