

## **Minutes of the Governing Body Meeting held at Fairfield Primary School on Wednesday 25th June**

### **Present**

Ms S. Lewis, Mr J. Dunlop, Ms E. Scourfield, Mrs C. Laats, Mr N. Gibbs, Mrs R. Jowett,  
Mrs E. Burnhill-Smith, Mrs E. Streets, Ms Z. Lincoln

### **1. Apologies for absence**

Dr R. Smith, Cllr R. Cook, Mrs A. James.

### **2. Minutes of the previous meeting**

- Page 2, Agenda Item 9, Discipline and Behaviour Policy ó a change of wording was requested.
- CONFIDENTIAL ITEM

### **3. Matters Arising**

Contact had been made with Saleem Kidwai. He had been invited to come to the meeting but no further correspondence or communication had been received.

### **4. Correspondence**

- An email had been received from Dr Smith who was concerned that, because of work commitments, he had been unable to attend the last three meetings. Dr Smith had stated that he would understand if the governing body wished him to step down. The feeling of the governors was that they appreciated Dr Smith's commitment and that he should continue in role.
- CONFIDENTIAL ITEM
- A letter had been received from a staff member requesting leave of absence ó this was granted unpaid.

### **5. LNF Presentation**

Ms Lewis informed governors of the Literacy Numeracy Framework Implementation. See Appendix 2.

### **6. Headteacher's Report**

See Appendix 1

There was some discussion re targets, health and safety and premises and one other item deemed to be confidential.

### **7. Finance Committee Report**

We are currently 17% spent which is where we should be at this point in the financial year.

### **8. Other Committee Reports**

None

### **9. Governor Training**

None attended

**10. Teachers' Representative Report**

None

**11. Non-teaching Staff Representative's Report**

No issues

**12. Health and Safety**

This item is covered in the Headteacher's Report

**13. PTA Report**

The Summer Fayre will be held on Saturday 28<sup>th</sup> June and governors are invited to attend.

**14. Any other business**

- Mr Dunlop acknowledged that the Sports Days had been very good.
- Ms Lewis informed governors that the staff were reviewing the Behaviour Policy. This would then be passed to Governors for agreement.

**15. Matters deemed to be confidential for the publication of the minutes**

Stackpole Discussion  
Medical needs of pupil linked to ramp

**16. Date of next meeting**

24<sup>th</sup> September 2014

It was noted that Committees should be a future agenda item as the membership of some committees needs to be updated.

Signed: \_\_\_\_\_ Chair of Governors

Date: \_\_\_\_\_