

7.	Correspondence	
	<p>Correspondence and Papers received:</p> <p>Letter from school's Eco Committee</p> <p>Letter from Home Office to Directors of Children's Services re 'Count me in'</p> <p>Building together</p>	<p>Discussed</p> <p>Discussed</p> <p>Circulated</p>
8.	Headteacher's Report	
	<p>Mrs Dowden went through her previously circulated report. The pupil who had previously had persistent absence was now attending regularly (100% since Easter).</p> <p>There was discussion concerning School Clubs and the lack thereof for KS1 pupils. Mrs Dowden invited ideas for suitable clubs for these children.</p> <p>Mrs Dowden advised that Mrs Easter had resigned due to personal reasons and that Miss Sidwell had handed in her notice in order that she could re-locate to the London area. An advertisement for teaching staff had been placed with the intention of selecting a field for interview.</p> <p>4 pupils had represented the School at the Village Hall on the subject of global warming and sustainable resources.</p> <p>Mr Rice outlined the visit to the school of the Landscape Architect who had made some excellent suggestions. He now awaits plans which, if implemented, would transform the site and prove exciting for pupils.</p> <p>The travel plan scheme might result in funding to encourage children to walk to school and Mr Rice agreed to follow this up.</p> <p>Mrs Dowden invited ideas to assist in the invigoration of Achievement Assemblies which is a subject under discussion by the staff, along with ideas for the award of trophies and certificates.</p> <p>Mrs Dowden stressed the importance of the diary dates.</p> <p>Mrs Dowden advised the Governors that Watlington will not be boycotting SATS as are some other schools.</p> <p>Mr Rice invited Governors to enter the Talent Show.</p> <p>Mrs Dowden explained the large proportion of SEN pupils in year 5 to Mr Hay and the intervention strategies which have successfully been put in place in order to rectify the situation. Mr Hay recommended the course on essential skills for SENCO to Mrs Dowden.</p> <p>Mrs Dowden read the background of reasons why a re-organisation of year 1 and 2 pupils had been implemented and pointed out that there is constant discussion concerning the best possible permutation of numbers for the pupils. This was discussed with the parents of pupils affected along with ongoing monitoring.</p>	<p>JR</p>

	<p>Mrs Wilcox read a letter which had been received from parents of 4 of the 6 pupils most affected by the changes which essentially stated that whilst they are content in the main with the changes, they were less happy with the way in which the matter was communicated to them. After general discussion amongst the Governors, Mrs Wilcox agreed to meet with the parents concerned to assure them, once again, that any changes which are implemented by the school are done with the best interests of their children in mind. Mrs Dowden And Mr Rice both stressed that the children concerned are being monitored carefully. Any further concerns to be discussed at the next Meeting.</p> <p>Mrs Dowden undertook to ensure that the matter of afternoon playtimes is clarified with these parents.</p>	<p>GW</p> <p>JD</p>
9.	Committee Reports	
a.	Finance	
	<p>Mr Cooke outlined the salient points from the previously circulated minutes. The FMSIS file has been put together and will be submitted prior to the target date when the school will await hearing whether they will be recommended for accreditation. Submission of the document was approved by the Governors.</p> <p>A copy of the Budget Plan was circulated, approved and signed by the Chair.</p>	
b.	Staffing	
	<p>Mr Ward advised the meeting that short listing for the advertised staff vacancy will take place on 13th May with interviews following on 21st May. The panel will comprise the headteacher and deputy, Mr Cooke, Mr Ansell and himself. Mr Hay was also given the opportunity to be present if he wished.</p> <p>Mr Ward said that one or more governors would now be present at all staff interviews; one had been present at the appointment of a MSA and 2 when a new TA was appointed.</p>	JW/NH
c.	Curriculum	
	<p>There was nothing to report as due to the absence of Mrs Higgins, the Curriculum Committee had delayed its meeting.</p>	
d.	Facilities and Health and Safety	
	<p>Mr Creasey made the following points:</p> <p>The maintenance contractor for the intruder alarm had been changed.</p> <p>The security guard contract 2010/11 had been signed.</p> <p>An order for the courtyard work had been placed with a contractor for £21,808. The devolved formula application had been approved with work commencing just before the school summer break and lasting approximately 12 weeks.</p> <p>The drainage requirements for the pre-school mobile are being dealt with by NPS.</p> <p>A new fence in Fairfield Lane will be erected by the Council and it will become the property of the school. The North boundary fence is much more open</p>	

	<p>following work on the drainage system thus making the grounds more vulnerable. Mr Creasey to raise the issue with the Borough Council.</p> <p>Mole traps are to be set the weekend of 1/2nd May and bark is on order for the play area. Light bulb replacement in the hall is still outstanding.</p> <p>Mr Creasey will need to know the outcome of plans for the wildlife area in order to investigate any Health and Safety issues.</p> <p>A representative of the Highways Committee is to re-launch the Travel Plan. It was originally proposed that a pedestrian crossing be installed on Station Road opposite the housing estate. Mr Creasey had been invited to attend relevant meetings, and will see whether the crossing can be implemented.</p> <p>Mr Creasey advised Mrs West that grounds staff do not need to be advised of the location of the new notice board when it is installed.</p>	<p>BC</p> <p>BC</p>
10.	Special Needs	
	Mrs Dowden advised that information is being put together in order that a Yr 1 pupil can be statemented.	JD
11.	School Policies	
	<p>Health and Safety Policy agreed and signed. It was noted that each teacher would be asked to read it and that Mr Rice and Mr Creasey will attend a staff meeting to highlight the main points.</p> <p>There was discussion on which member of staff is the Health and Safety Officer. Mrs Dowden has overall responsibility with a copy of the Policy in her office. It was pointed out that each teacher needs to be aware of their individual responsibilities. Mr Ansell suggested a bi-annual audit of this with Mr Creasey carrying out an annual risk assessment with Mrs Dowden/Mr Rice. It was suggested that visitors to the school will require an induction on the regulations. Mrs Dowden advised the meeting that Sally Moore had gone round the school and found nothing seriously out of order.</p> <p>Asthma Policy agreed and signed. Drugs Policy agreed and signed. Collective Worship Policy agreed and signed.</p> <p>Mr Cooke re-iterated that when new Policies are circulated to Governors, alterations thereto should be highlighted in some way.</p>	JR/BC
12	School Council	
	Nothing to report.	
13.	Comments on Courses Attended	
	Mr Ward advised the new Governors that all courses are available to them at no extra cost to the school which subscribes to the scheme. He particularly recommended the introductory course for Governors. He further advised that County will send them a letter of appointment and training booklet in due course.	MS/AP

14.	Anti-racism log	
	Nothing to report.	
15.	Disability Discrimination Act	
	Nothing to report	
16.	Child Protection	
	Nothing to report.	
17.	Aims and Vision for the School	
	<p>Mrs Dowden pointed out that these had not been looked at by the Governing Body since 2002 and read it to the meeting.</p> <p>It was discussed and agreed that it was comprehensive in its current form but that Mrs Higgins had made several suggestions she felt necessary to the current format. Mr Rice outlined his view that a more meaningful and concise "mission type" statement which encapsulated all the relevant points would be the best way forward. Mr Hay, Mr Rice and Mr Ward agreed to meet to discuss this further in order to bring suggestions to the next Governors' Meeting. Mrs West undertook to get suggestions from the School Council.</p>	NH/JR/JW/ HW
18.	Any Other Business	
	Mrs Dowden circulated the draft of a Single Equality Scheme on which she is working and invited comments at a future date.	
19.	Date of Next Meeting	
	<p>Thursday 29th April 2010.</p> <p>The meeting closed at 9.30 pm</p>	