

**SUMMARY OF THE MEETING OF THE LOCAL GOVERNING BODY  
HAYESWOOD FIRST SCHOOL  
On 20<sup>th</sup> November 2018  
5.30pm at the school**



**MATTERS ARISING FROM PREVIOUS MEETING**

MINUTE	ACTION	BY	UPDATE	STATUS
C	Clerk to add election of vice-chair to next meeting agenda	LP	On agenda, but carried forward again to the next meeting	Ongoing
F(1795/2)	PG to advise when the Local Offer is updated for AC to read Clerk to add to next meeting agenda	PG/ ACMs/ LP	Documents have been circulated but not all confirmed read On agenda	Ongoing Completed
F (1813/H)	AT to ask whether training would be available for the new data in November	AT	AT/PG to run the data session when data released	Ongoing
F(1826)	ATo to present visit report at next meeting	ATo	In view of the time since the visit, and ATo's the chair requested that this is removed from the agenda	Completed
F (1827/1)	ACMs to read policies on the website	ACMs	Due to the absence of members, this could not be confirmed	Ongoing
F (1827/2)	JM to complete NSPCC on-line training	JM	In JM's absence it is not known if the training has been completed – PG/LP to chase	Ongoing
G	SLT to look at slimming down the Aims and Values JM to provide full details to the Clerk AT/Clerk to clarify specialisms requirements with the Trust clerk Clerk to request Safer Recruitment training for ATo; ATo to complete Clerk to ask Trust clerk regarding staff members ACMs to read KCSIE document for next meeting	SLT JM AT/LP LP/ATo LP ACMs	Documents have been looked at but will be amended to tie in with 'growth mindset' later in the year Clerk has contact details for JM Advice sought and on the agenda later in meeting LP sent link. ATo has started the training LP advised that any staff member may attend in a non-voting capacity Due to absence, this could not be confirmed	Completed Completed Completed Ongoing Completed Ongoing
H	AT to liaise with both Academy committees to arrange a joint meeting	AT	A mutually convenient date has not been arranged yet	Ongoing

**ACTION SUMMARY**

<b>MINUTE</b>	<b>ACTION</b>	<b>BY</b>	<b>DATE</b>
B. (C)	Clerk to add election of vice-chair to next meeting agenda and contact SV re term of office	LP	NEXT MEETING
C.	Clerk to amend Register of Business Interests	LP	ASAP
E. (F/ 1795/2)	Members to read SEND information and policy on the website	ACMs	BY NEXT MEETING
E.	Clerk to circulate Ofsted guidance	LP	ASAP
E. (F/(1827/1))	ACM's to read all policies	ACMs	BY NEXT MEETING
E. (F/1827/2)	JM to confirm completion of NSPCC training	JM	ASAP, BUT BY NEXT MEETING
E. (G)	ATo to complete Safer Recruitment training ACMs to read KCSIE document for next meeting	ATo ALL	ASAP, BEFORE NEXT MEETING ASAP, BEFORE NEXT MEETING
E. (H)	AT to liaise with both Academy committees to arrange a joint meeting	AT	ASAP
H.	Clerk to add Challenge Partner visit to next agenda	LP	NEXT MEETING
J.	AT to circulate a doodle poll for ISDR meeting	AT	WHEN DATA IS AVAILABLE
K.	Clerk to add Code of Conduct and Member Specialisms to next agenda Clerk to circulate last year's Skills Audit; Members to complete before the end of term	LP LP/ ACMs	NEXT MEETING ASAP
L.	Clerk to circulate Trust policies; Members to provide feedback if desired	LP/ ACMs	ASAP
P.	Clerk to investigate date change and advised Members of outcome	LP	ASAP

**DECISIONS**



MINUTE	DECISION
	NONE

**REFERRALS**

MINUTE	REFERRAL	BY	TO
	NONE		

**RESPONSES TO PREVIOUS REFERRALS (TRUSTEES MEETING)**

MINUTE	REFERRAL	BY	UPDATE	STATUS
	NONE			

**GOVERNOR DETAILS AND ATTENDANCE FOR CURRENT YEAR**



NAME	DOA	TERM		02/10/18	20/11/18		26/02/19		18/06/19
Simon Goulding	18/01/16	4 years		YES	YES				
Sue Vairy	18/03/15	4 years		APOLOGIES	ABSENT - NO APOLOGIES				
Andrew Todd	18/01/16	4 years		YES	ABSENT - NO APOLOGIES				
Roger Martin	18/01/16	4 years		YES	APOLOGIES				
Stephen Pattle	18/03/15	4 years		YES	YES				
Jake Moore	24/01/18	4 years		APOLOGIES	APOLOGIES				
Pippa Gerrett (Head)	N/A	N/A		YES	YES				
Andrew Turrall (Executive Head)	N/A	N/A		YES	YES				
Janet Richardson	01/09/18	4 years		YES	YES				
Alison Pinto	01/09/18	4 years		YES	YES				