



SPARKEN HILL ACADEMY

Minutes of the Full Governor's Meeting – Summer Term 2016 **held on Thursday 23 June 2016, 9.30pm, Conference Room 1, Sparken Hill Academy**

	<u>Present:</u>	Mrs S Cutts (Chair), Mr J Hemshall (Vice Chair), Mr R Lilley, Mrs E Rodgers, Mr P Gawthorpe, Mr R Hattersley, Mr J Shephard, Mrs Annette Phillipson, Mrs A Kilroe. Mrs C Middleton attended the meeting after agenda item 4. Clerk: Mrs B Thorpe. The Chair welcomed everyone to the meeting. The meeting commenced at 9.30am	
			Action
1.	<u>Apologies</u>	Apologies were received and accepted from Mrs T Padley and Mrs N Bloomer.	
2.	<u>Declaration of Interest</u>	There were no declarations of interest, either direct or indirect, for items of business on the agenda.	
3.	<u>Review of Membership</u> (Enc.)	A copy of SHA Governing Body Membership (effective date 23 June 2016) was enclosed with the agenda. <u>Amendment: spelling error, forename</u> 'Mrs Claire Middleton' should read 'Mrs Clare Middleton'. Clerk to amend.	Clerk
4.	<u>Appointing of 1 Community Governor</u>	The Chair, having met to discuss the role of Community Governor with Mrs Clare Middleton several weeks prior to the meeting, asked the Governing Body for approval. All present were unanimous. At this point in the meeting (approx. 9.40am), Mrs Middleton was invited into the meeting, informed of the decision and welcomed onto the Governing Body. The Clerk will ensure Mrs Middleton – has a enhanced DBS check – is given an Induction Pack and signs relevant forms pertaining to her governor role – is given training information and knows how to request training – is set up with a Sparken Hill Academy email account to use to send/receive emails pertaining to her role as governor – is able to access information and receive emails from the National Governors Association and NCC Governor Services.	Clerk

5.	<u>Confirmation of Clerking arrangements for next Academic year</u>	The Governing Body agreed Mrs B Thorpe would undertake the clerking arrangements for the next academic year. Proposed by: Mr J Hemshall Seconded by: Mr R Hattersley All present in agreement.	
6.	<u>Minutes from Previous Meeting</u> (Enc.)	<u>Minutes of the Full Governors Meeting, (Spring Term), 3 March 2016</u> The Minutes of the Spring Term Meeting held on the 3 March 2016, having been previously circulated with the agenda, were agreed as a true and accurate record and signed by the Chair of Governors, Mrs S Cutts. There were no amendments. Matters arising: Point 8. – <u>Inset Days</u> Mr Lilley informed governors of the following changes: Friday 21 October 2016: no longer going ahead. Thursday 4 May 2017: has now changed. (Note: Approval of Inset Days 2016-17 was discussed at agenda point 13.) Question: Re: MAPA (Managing Actual and Potential Aggression) Training A governor asked Mr Lilley if volunteers working in school could access the MAPA (Managing Actual and Potential Aggression) training. Mr Lilley said he would look into this adding that currently MAPA training is for up to 16 people at a time and takes place throughout the academic year for staff requiring the training. Volunteers generally would not complete MAPA training as this <i>could</i> involve the physical restraint of pupils and this does not fall into the remit of volunteers. – <u>Family Days absence approval</u> Mr Lilley informed that there are currently 6 members of staff who live in different education authorities and that school holidays can vary from those of Nottinghamshire. He felt a 'family first' ethos was important, that the same principal should be applied to all staff and that there should be a system in place to provide cover. Therefore staff who meet this criteria are spoken to and allowed, (subject to Governor approval), to take discretionary days to allow time with school aged family members (sons and daughters). Proposed by: Mr R Hattersley Seconded by: Mrs A Kilroe This proposal was agreed by all governors. Point 11. – <u>Agreement/Purchase of Additional School Minibus</u> A governor highlighted that given the Academy now has 2 minibuses there was a recent occasion when no minibus was	RTL

		available as it transpired one minibus had been loaned out to another school. Mr Lilley was challenged regarding whether there will be a system in place to ensure this does not happen again. Mr Lilley said historically, when the Academy owned just 1 minibus, there had been a mutual arrangement between Sparken Hill Academy and Worksop Priory School to loan each other's minibus on occasion. However he acknowledged that since we now own 2 minibuses it will be unlikely that we will require the use of another school's minibus and that re-negotiation will need to be confirmed to Worksop Priory School. <u>Re - New Burgundy minibus:</u> In discussion regarding minibus use, Mr Lilley informed that the burgundy minibus is to have a strap for a wheelchair fitted and movable ramps for access use. Point 16. – <u>'Meet the Governors' website information</u> The Clerk reminded Governors who had not already done so to send their information for the website ASAP.	RTL Govs applic.
7.	<u>Minutes of Committee Meetings (Summer Term 2016)</u> (Encs.)	7.1 SIP Meeting (Summer Term 2016) 9 June 2016 The minutes from the SIP Meeting (Summer Term 2016) held on the 9 June 2016, having been previously circulated with the agenda, were agreed as a true and accurate record and signed by Mr P Gawthorpe, Chair of SIP Committee. There were no amendments. Matters arising: <u>Point 9. Ratification of the School Improvement Plan 2016-2017</u> As discussed at the SIP meeting 9 June 2016, the Governing Body were asked to ratify the School Improvement Plan for 2016-2017. It was recognised that this is a working document and that Continual Professional Development links needs adding to it. Proposed by: Mrs A Kilroe Seconded by: Mrs S Cutts All present in agreement. 7.2 F&P Meeting (Summer Term 2016) 16 June 2016 The minutes from the F&P Meeting (Summer Term 2016) held on the 16 June 2016, having been previously circulated with the agenda, were agreed as a true and accurate record and signed by Mr J Hemshall, Chair of F&P Committee. There were no amendments. Matters arising: <u>Unclaimed Lost Property (School uniform/Items of clothing)</u> - A governor suggested that it may be worthwhile to have unclaimed lost property items on view at the forthcoming school Sports Days.	

		7.3 Audit Committee Meeting (Summer Term 2016) 16 June 2016 The minutes from the Audit Committee Meeting (Summer Term 2016) held on the 16 June 2016, having been previously circulated with the agenda, were agreed as a true and accurate record and signed by Mr J Hemshall, Chair of Audit Committee. There were no amendments. There were no matters arising.	
8.	<u>Correspondence</u>	8.1 Dear Accounting Officer There was no correspondence received. <u>NCC Governor Services - updated contact details:</u> The Chair informed she has updated contact details and will email this to the Clerk to forward to all governors.	Chair/ Clerk
9.	<u>Principal's Report</u> (Enc.)	<u>Principal's Report, including:</u> • Progress against School Self-Evaluation and Development Plan and pupil targets • Progress that vulnerable groups are making • Amount of pupil premium funding /sports funding • The rationale for spending the pupil premium • The impact of pupil premium • Annual report of whole school appraisal process (if applicable) A copy of the Principal's Report (21 pages) was circulated with the agenda and emailed to governors prior to the meeting. There is a place after each section for governors to write questions/comments and, if they wish, email them to the Principal prior to the meeting. Points of note: Pupil numbers are currently 535. Maintaining 15 classes (Y1-6) plus 3x Reception classes and 6 PT F1 classes. No changes to the number of staff. Early estimates of pupil numbers, September 2016, approx. 515. Number of pupils on roll is being monitored very closely. Foundation: F1 / F2 full (75 children). There is 1 appeal. A family relocating to the area recently visited the school commenting how impressed they were. Their child, who will be in Y6, is due to commence in September. <u>Recent SATS</u> Mr Lilley said pupils tried their best but added there was a noticeable difference between this year's tests and those from previous years, particularly for Reading and Mathematics Reasoning. He said the reading test was a very lengthy piece to read. Mathematical Reasoning: improvement needs to be undertaken in this area and evidenced for Ofsted so that they are able to evidence that the Academy has recognised weaknesses and are doing something about it. Maths (calculation): children appeared to do well.	

Spelling: several children remarked how much easier it was from what they had expected it to be.

A governor who comes into school regularly to read with children pointed out Y6 children would not necessarily have had the reading opportunities in school that the younger children now have and felt KS1 children should potentially progress better in reading. It was also acknowledged that the decision taken in December 2015 to ensure 5 children from each class are given the opportunity to read every day will improve reading levels in the longer-term.

The focus next year for Y5/6 children will be to improve comprehension ability. Another focus is to improve all childrens' confidence and promote greater self-esteem so they feel more able to ask and answer questions.

SATs test results are expected back by 5 July 2016. Mr Lilley said he is not sure what the results will be as you can never tell how children will perform. He said it will be very important however to analyse the results thoroughly to ensure improvements are built into the SIP for next year.

It was noted there is a high ratio (64%) of current Y6 children who receive FSM (free school meals) as well as 40% with social care problems. Some of these children also have significant behaviour problems.

Teaching

Spring and Summer Term lesson observations have now been completed for most staff; so far all have been positive (good or better) observations with any identified development areas now being worked on. These are recorded on the 'Triangulation' document. A anonymised version is available to governors upon request.

Gifted Children

A governor challenged Mr Lilley regarding our duty to spot 'gifted children' and ensure they are given the best teaching and opportunities to achieve their highest potential.

Mr Lilley said this is an area that is currently being looked at.

Progress Summary Reports

Progress summary reports for the Summer Term were issued. This included a relative breakdown of progress made per year group by group (e.g. Pupil Premium, Girls, Higher Ability Pupils (HAPs). Governors noted that on the whole, 'Good' to 'Outstanding' progress had been made across most year groups. Mr Lilley commented that these reports were generated by staff on the penultimate Thursday of every half term and annotated by the staff member including targets

for improvement.

It was noted that some higher ability pupils had made limited progress. This was due to a technicality over teaching standards restricted to the Year Group the child was being taught in, but being taught in greater *depth*. This had the effect of limiting progress as the children had entered at a level higher than their chronological age (above Age Related Expectations). Staff are monitoring the impact of this anomaly this year.

SEN (Special Education Needs)

Mr Lilley commended Miss J Hunter for her work as SENCO having been in the role now for almost a full year.

Bids: 8 bids for SEN children were submitted to gain additional funding this year. Six of these were to gain continued funding, 2 were new bids for children who did not already receive any additional funding. All bids submitted were moderated and the funding requested for each child was agreed.

Exclusions

Mr Lilley commented that exclusions are the highest ever.

Question: A governor asked if any of the exclusions could have been prevented if staff had been able to manage the behaviour / circumstances more effectively and questioned whether staff required any further training. Mr Lilley said, in his opinion, most of the children involved would not have remained so long in mainstream school had it not have been for the commitment, hard work and outstanding staff we have and, reiterated that staff do everything they can to keep a child in school.

A governor put forward the suggestion of whether it would be worthwhile to hold a short briefing session at the start of the school day for those staff who work closely with children at risk of exclusion. Mr Lilley said the 6 children excluded during the Summer Term all receive one to one support. He pointed out that this is a very small proportion of children compared to the number of pupils on role, but highlighted that there is still a very large proportion of children in school with other very significant problems that staff have to deal with constantly on a day to day basis.

There are currently 28 members of staff on duty who provide support during the lunch-time period.

Safeguarding Officer Post – Update

To date one person has expressed an interest in the position. Mrs K Gardiner will lead on the interview panel and has activities planned for applicants. Mrs Gardiner will be the Safeguarding Officer's Line Manager.

		<u>Parental Engagement including 'Light Touch'</u> There are 3 members within the team; Mrs K Gardiner, Mrs S Booker and Mrs C Campbell. Teaching Assistants will be trained to provide a 'splinter group' to offer help to Family Support. There have been 111 'light touch' contacts during Spring Term 2 and Summer Term 1 of which 82 were eligible for Pupil Premium (73% targeted reach). <u>Staffing</u> Miss Helen Ashton leaves at the end of the summer term to take up a post of promotion at a school in Doncaster. Mrs Rachel Woolley wishes to spend more time with her young family and will leave at the end of the term. Mid-day Supervisors, Mary Beeston and Jean Hopewell, who are twin sisters, have decided to retire after 33 and 23 years respectively! <u>School Life</u> Year 5/6 children recently completed a 'Play in a Week' called 'Zoom'. Mr Lilley said it was "fantastic" adding that children learned their part, made/painted scenery and produced costumes/props all within 4 days! Sparken Hill Academy is now National Pop Lacrosse finalists, progressing through local and regional finals to represent the East Midlands area in the National Finals at Nottingham on the 2 July 2016. Mr Lilley commended Mrs M Paton for her enthusiasm and dedication. Several children performed in a one off 'string' performance with children from other schools for a cultural music event. Mr Lilley said the Academy is keen to promote music for the future; currently there are 38 children who have shown a commitment and interest in learning to play an instrument and have taken part in assemblies. The Academy is the base for the Area Band although it has not been used for this purpose for a long time. <u>Achievers Awards 2016</u> A governor asked if there will be an Achievers Awards Ceremony at the end of the academic year. Mr Lilley confirmed there will be and that governors are invited to attend.	
10.	<u>Report from the Corporate Director for consideration and action (Encs)</u>	The reports / letters from the Corporate Director, circulated to Heads/Chairs and Clerks for consideration and action, were emailed to the governing body prior to the meeting. Governors were also emailed a copy of the 'Frequently Asked Questions' regarding DBS checks on the 26/4/2016 and informed that this is available on the NCC Schools portal.	

• **Keeping Children Safe in Education**

Headteachers are urgently required to:

- Ensure that all the required safer recruitment checks have been undertaken for school staff and volunteers.
- Ensure their single central record is complete and accurate.
- Check that the administrative staff responsible for new starters in school and the administration of the single central record fully understand what information to record and how to record it.
- Ensure that the single central record guidance has been updated.
 - * OFSTED will request record checks for governors.
 - * The DBS for governors is transferable within the LA if the check has been undertaken by Nottinghamshire Local Authority.
 - * It is considered good practice for associate members of the governing body to undertake a DBS check.

Governors should ensure that:

- a) The school safeguarding policies and arrangements are reviewed with the Headteacher periodically and at least annually at an appropriate governing body meeting. *Please refer to the Safer Working Pre Ofsted Checklist for Schools - Key Issues.* (Circulated and discussed at the Autumn Term meeting 2015.)
- b) The required safer recruitment checks have been undertaken for all staff, volunteers and governors so that the school Single Central Record (SCR) is complete and accurate. *Please refer to the SCR Guidance – March 2016 and the SCR Template Model – March 2016 (Single Central Record (SCR) produced by the HR Service).*
- c) Staff responsible for the appointment of new employees and volunteers and the administration of the SCR, fully understand what information should be checked and how it should be recorded.
- d) Arrangements are made for all new governors appointed from 1 April 2016 to apply for an enhanced DBS certificate within 21 days of their appointment.
- e) All serving governors apply for an enhanced DBS check by 1st September 2016.

Mr Lilley assured the Governing Body that all governors / volunteers and employed staff have an enhanced DBS check.

It was also noted that 'Keeping Children Safe in Education' was an agenda item at the last SIP meeting (9 June 2016) when Mrs K Gardiner, Senior Family Support Worker, updated governors on the main changes in the DfE document and mechanisms in place

		within school. • Religious Education in schools Action for governors: – To review the provision of RE within their school. – Consider appointing a member of the governing body as a link governor for RE (the role could also encompass SMSC and/or British Values). – To request the Head Teacher's report has an update on the provision of RE at least annually. As informed at the Spring Term meeting, Lat Blaylock, has been asked to speak on RE at Day 2 Inset Day on Friday 2 December 2016. • School Complaints Policy & Procedure – Review current complaints policy and procedure in light of updated guidance from the DfE – Ensure your governing body has a complaints policy and an agreed procedure, including clear timelines for each stage of the complaints procedure – Consider consulting with key stakeholders when reviewing the current policy and procedure – Ensure that the policy and procedure if publicised and is readily available to parents or members of the local community. The Clerk said she was informed at the last Clerks' meeting that there has been an increase in complaints, particularly racial, and those from divorced/separated parents with children in school. It was recommended schools have a 'non-resident parent list' for parents divorced/separated who do not have full-time custody of their child/children but wish to receive regular information/newsletters. Local Authority 'Clerk Complaints Service': The Clerk informed this is a new service which the Academy can access (for a fee) if they wish. The service provides a Clerk to support the Chair of Governors from start to finish with all administrative tasks.	
11.	<u>Policy Update</u>	• To approve any policies referred from the previous meeting or committee meetings 1) Pay Policy 2) Appraisal Policy 3) Capability Policy 4) Redundancy Policy / Staffing Reductions As discussed at the F&P meeting 16 June 2016, the Governing	

		Body was asked to ratify the above policies. It was noted that all are standard LA Policies. Mr Lilley said some have been revisited in legal terms regarding compliance - advice being provided from Browne Jacobson. Proposed by: Mr R Hattersley Seconded by: Mrs A Phillipson All present in agreement. To note the updated 2016/17 Policy Checklist and agree arrangements for reviewing policies Item discussed at the SIP meeting (Summer Term) held on the 9 June 2016. It was noted that the process of renewing policies will remain the same, i.e. policies will be taken to <u>F&P meetings</u> for approval and then ratified at Full Governors' meetings.																			
12.	<u>Receive a report from the Designated LAC Teacher</u> (if applicable)	(This item was covered in the Autumn Term meeting 2015)																			
13.	<u>Approval of In-Service Training Days</u> (Enc.)	<table><tr><td colspan="3">Inset Days, Academic Year 2016/17, are as follows:</td></tr><tr><td>Day 1</td><td>Monday 17 October 2016</td><td>Work Scrutiny / Ofsted Update</td></tr><tr><td>Day 2</td><td>Friday 2 December 2016</td><td>Speaker, Lat Blaylock (RE)</td></tr><tr><td>Day 3</td><td>Monday 13 March 2017</td><td>Dyslexia Training</td></tr><tr><td>Day 4</td><td>Monday 24 July 2017</td><td>Disaggregated</td></tr><tr><td>Day 5</td><td>Tuesday 25 July 2017</td><td>Disaggregated</td></tr></table> Mr Lilley informed there will be no additional admin day for teachers at the beginning of September; staff and pupils will return to school for the new academic year on Monday 5 September 2016. Parents will be informed of the dates and In-Service Training Days will be put on the School Website. School uniform orders: There will be a link to the school uniform provider on the front page of the website. The Governing Body approved the above Inset Days.	Inset Days, Academic Year 2016/17, are as follows:			Day 1	Monday 17 October 2016	Work Scrutiny / Ofsted Update	Day 2	Friday 2 December 2016	Speaker, Lat Blaylock (RE)	Day 3	Monday 13 March 2017	Dyslexia Training	Day 4	Monday 24 July 2017	Disaggregated	Day 5	Tuesday 25 July 2017	Disaggregated	RTL
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14.	<u>Review of delegation and organisation of Committees</u> (Encs)	14.1 Agree Committee Structure and Membership of Committees (Including Chairs/Vice Chairs) The Clerk informed that the Academy's 'Articles of Association' states that Committee membership, Chair and Vice-chair roles must be reviewed annually.																			

The Clerk has prepared a record from 1/11/2014 (the date the school became a standalone academy), of the Full Governing Body, SIP, F&P and Audit Committees. Information includes membership (past and present), appointment/resignation dates, review of membership dates, Chair and Vice Chairs, term of office and review dates.

SIP Committee

Chair: Mr P Gawthorpe said he is prepared act as Chair for a further year. No other expressions of interest were received.

It was agreed

Mr P Gawthorpe would act as Chair for the SIP Committee for a further year.

Vice-Chair: Expressions of interest were received from Mrs A Phillipson.

Mrs Phillipson left the room for a brief period for governors to consider the matter.

It was agreed

Mrs A Phillipson would act as Vice Chair for the SIP Committee for a term of 1 year.

New Member: Mrs A Kilroe will become a member from 23/6/16.

F&P Committee & Audit Committee

Chair: Mr J Hemshall said he is prepared to act as Chair for a further year but commented he hoped there would be someone else willing to take over at the end of this period.

No other expressions of interest were received.

It was agreed

Mr J Hemshall would act as Chair for the F&P Committee and Audit Committee for a further year.

Vice Chair: Expressions of interest were received from Mr R Hattersley.

Mr Hattersley left the room for a brief period for governors to consider the matter.

It was agreed

Mr R Hattersley would act as Vice Chair, F&P Committee and Audit Committee for a term of 1 year.

Discussion points

Chair, F&P Committee and Audit Committee

It was identified that ideally someone with finance and accountancy experience would be best suited for the role of Chair for the F&P and Audit committees.

		<u>Chair of Governors and Vice Chair</u> It was noted that both the current Chair and Vice Chair of Governors have served as school governors for many years and that their roles will be up for re-election in December 2016. A brief discussion took place regarding the need to consider succession planning and training requirements for the Governing Body. The present Chair of Governors said she would be happy to continue for a further term as this would allow stability and give new governors the opportunity to gain in experience and access relevant training. The Vice-Chair of Governors also said he would be willing to stand for a further year but reiterated he very much hoped there would be someone else to take over. It was noted that one reason for appointing a Vice Chair for each of the Academy's Committees is to give governors the opportunity to shadow, lead meetings and gain in confidence so that, should they wish, feel confident to take on a 'Chair' role in future. 14.2 Approval of delegation – Decision Planner 2016/17 A copy of SHA Decision Planner 2016-17 was circulated with the agenda. A list of remits were prepared for Full Governors', SIP, F&P and Audit Committees as well as a list of the functions that are delegated to the Principal, Chief Financial Officer and/or other Committees/Panels. Proposed by: Mr R Lilley Seconded by: Mr J Hemshall 14.3 Note annual planner 2016/17 to support agenda setting A copy of Sparken Hill Academy Annual Planner 2016/17 was circulated with the agenda. A line has been added after each item to record when it has been completed. Governors noted this document. 14.4 Appointment/re-appointment of Link Governors Item covered at the SIP Summer Term meeting held on the 9 June 2016.	
15.	<u>Governor Training</u> (Enc.)	• Report from Training Co-ordinator A copy of the Training Update, Summer Term 2016, prepared by Mrs B Thorpe, was circulated with the agenda prior to the meeting. <u>New Governor Training:</u> Mrs A Kilroe, Mr R Hattersley and Mrs T Padley attended New Governor Module 2 on the 21 March 2016.	

		<u>NCC Annual Governors Conference 12 March 2016</u>: Unfortunately Mrs S Cutts was unable to attend the conference. <u>Statutory Radicalisation & Extremism Training</u>: The 'Channel training' was delivered to governors by Mr R Lilley, Principal, at the last Full Governors' meeting held on the 3 March 2016. <u>NCC Summer Term Courses 2016</u>: the course list was emailed to governors on the 10/3/2016. Mrs A Phillipson requested to attend a course on 'Improving Governor Skills and Knowledge', 10 May 2016 at Ordsall Primary School, Retford, however unfortunately the course was cancelled. It is hoped the course will be available in the Autumn Term 2016. <u>NCC Autumn Term Courses 2016</u>: The Clerk informed that the course list for next term was not yet available but will email this to governors as soon as possible. <u>National College for Teaching and Leadership – 'Clerks Development Course', Leeds Beckett University</u>: Mrs B Thorpe, Clerk to Governors, has enrolled on this course and has already attended Day 1 which was held on the 12 May 2016 at Caenaegie Stadium, Nr Headingley, Leeds. There are 3 days to attend over a period of 9 months. The cost of the course is £400 but there is a scholarship available for £320 bringing the cost down to just £80. Day 2 will take place on the 29 September 2016. The course is also recommended for Chairs and also governors wishing to take on a Chair role in future. • Priorities for Governor Training and Development 2016/17) – Succession planning – Chair / Vice Chair roles – Monitoring of key areas(link governor training) • To consider arrangements for Governing Body self-evaluation – Autumn Term 2016: audit of governor skills to take place – New board in Conference Room 1 for Governors re. what governors "Need to know".	Clerk
16.	<u>Governor Visits and Monitor Reports</u>	Governor Monitoring Visit, 9 June 2016, to see Mrs K Phoenix (Foundation), re. Maths (using and applying) Mr J Hemshall, distributed a copy of his report from his recent monitoring visit. It was Mr Hemshall's first visit and meeting with Mrs Phoenix for Maths (using and applying). His next visit will take place mid-Autumn Term 2016.	
17.	<u>Review Risk Management arrangements</u>	Mr Lilley informed that the EFA Risk Management scheme had been decided upon as this still presented best value. In addition, claims made this year had been resolved very efficiently. The Academy was	

		pleased with the claims management systems.	
18.	<u>Academy Budget</u>	• Approval of budget As discussed at the F&P meeting 16 June 2016, the Governing Body were asked to ratify the school budget and carry forward figure for the next financial year 1/9/2016 to 31/8/2017. Total revenue income for 2016/17 = £2641,909 C/f = £557,692 Approved by: Mrs A Phillipson Seconded by: Mrs E Rodgers • Approval of Services for Schools / Review Contracts Item dealt with at the F&P meeting (Spring Term 2016) 11 February 2016.	
19.	<u>Review of Meeting</u>	• What has been done to impact on outcomes for pupils? • How has the Governing Body held the School Leaders to account? The 'review of meeting ongoing record' was updated.	
20.	<u>Date and Time of Next Meeting</u> (Enc)	The next Full Governor's meeting will be held on Thursday 1 December 2016 commencing at <u>9.30am</u>. 20.1 Confirmation of all meetings (Full Governing Body and Committees) for Academic Year 2016/2017 All members of the Governing Body have received the list of the meetings for the next academic year.	
21.	<u>Determination of Confidentiality of Business</u>	The Governing Body considered no items discussed were confidential and should be recorded separately.	
		There was no other business. Governors were thanked for their attendance and meeting closed at approximately 12noon.	