## PERIVALE PRIMARY SCHOOL A Full Governing Board Meeting was held in School on Tuesday 13 September 2022

## **MINUTES**

Attendees:	Actions
Gemma Bartlett (GB)	
Sandip Bhalsod (SB)	
Audrey Daley (AD)	
Christian Franco (CF)	
Chris Green (CG)	
Robert Hawkes (RH)	
Rabiaa Khairoun RK)	
,	
Shabnam Khan-Bhandari (SKB)	
Dharmic Meggi (DM)	
Duncan Partridge (DP)	
Edmond Yeo (EY)	
Also in Attendance	
Lorraine Mackenzie (LM)	
Roxy Mitchell (RM)	
Stella Porter (SP)	
Lenny Sarkis (LS)	
Ruby Shillingford (RS	
1. Welcome	
CG asked everyone to introduce them self.	
CC the constitution of the constitution of the Landaultic Trans	
CG then welcomed the new members of the Leadership Team.	
LM: AHT Teaching and Learning – Standards / Assessment.	
RM: SENCo, Inclusion, Designated Safeguarding Lead.	
LS: AHT Curriculum Design / Implementation.	
RS: School Business Manager.	
2. Apologies for absence	
Apologies were received from: Sharine Tyndale (ST).	
No apologies were received from Matthew Hemsley (MH).	
3. Authorised / Unauthorised absence	
The absence for ST was authorised.	
The absence for MH was not authorised.	
A. Deslaustion of any other business	
4. Declaration of any other business	
There were no declarations of any other business.	
E. Dadaustian of interest in any countries.	
5. Declaration of interest in any agenda items	
There were no declarations of interest in any agenda items.	
6. School Tour to Review Summer Works	
Governors took the opportunity to look at the works undertaken in the summer.	
7 Headteacher's Verbal Undate	
7. Headteacher's Verbal Update	
a) Return to School	
<ul> <li>There has been a calm atmosphere</li> </ul>	

- Children have been enthusiastic.Behaviour has been good.
  - o We will be undertaking behaviour audits.
- We have held parent meetings to set expectations re:
  - o Curriculum
  - o Uniform
  - Home Learning
  - o PSHE
  - o Parent workshops
  - RGE background the policy is on the website.
- b) Feedback on INSET days
  - Team building
  - DP joined the session on Vision and Values
    - o 5 Houses linked to values e.g. Mandela, Elizabeth, Hawkins etc.
  - GDPR
  - Safeguarding
    - Changes to KCSIE
  - Forest School
  - Fire Drill

## 8. Governance Matters

- a) Election of Chair of governors
  - CG said that he was happy to stand again.
  - There were no other nominations.
  - This was seconded by AD.
  - A vote was taken, and CG was elected unanimously.
- b) Election of Vice Chair of Governors
  - DP said that he would be prepared to stand again.
  - There were no other nominations.
  - This was seconded by CG.
  - A vote was taken, and DP was elected unanimously.
- c) Committee Membership
  - Resources Committee
    - o SB, AD, CG, RH, RK, DM, EY.
  - Standards, Teaching and Learning
    - o GB, AD, CF, RH, SKB, DP, ST.
  - Pay Committee
    - o SB, CG, EY, and AD as an advisor.
  - HTPM Committee
    - o SB, DP, EY.
- d) Committee Chairs
  - Resources Committee
    - o SB.
  - Standards, Teaching and Learning
    - o RH.
- e) Review / Update Declarations of Pecuniary Interests

All Governors, who were in attendance, reviewed, update their Declarations of Pecuniary Interests.	
AON to follow up with MH and ST.	AON
f) Outstanding Documentation • NGA Code of Conduct – DM	
o Completed.	
Code of Practice for Governors – DM. RK     Completed	
o Completed.	
g) Governor Vacancies	
1 x Co-opted Governors	
<ul> <li>DP is pursuing this.</li> </ul>	
h) Governor Visits	
• Schedule for 2022 – 2023	
o It was agreed that this would be actioned	d at the Autumn Committee SB / RH
<u>meetings.</u>	
i) Keeping Children Safe in Education – Changes to Safe	guarding requirements
CG proposed that all Governors complete the Nat	
o AD / RM to provide the link	ted by end October. AD / RM
<ul> <li>It was agreed that this should be comple</li> <li>It was also agreed that Roxy would provi</li> </ul>	
FGB on the context at PPS.	
9. Agree the minutes of the Full Governing Board Meet These were agreed as a true and accurate record of the m	
10. Matters arising from the Full Governing Board Meeti	
<ul><li>a) AD to put a reminder in the newsletter re fines (attended)</li><li>Closed.</li></ul>	dance).
Siessa.	
b) AD to provide the 2022 – 2023 attendance action plan	
<u>Carried forward.</u>	AD
c) AD to apply warning tape to the climbing frame.	
• Closed.	
d) All Consumers to add to DD of a	
<ul> <li>d) All Governors to advise DP of any prospective Governo</li> <li>Closed.</li> </ul>	ors.
- Closed.	
e) Dates for Governor visits to be agreed.	
<u>Carried forward.</u>	Agenda
f) ST visit report (EY / SEND) to follow.	
• Closed.	
g) Resources Committee to review the red areas from the	
<u>Carried forward.</u>	SB
h) RK TO SEND Governors the link for Safeguarding train	ing.
Closed – see 8I above.	
i) Data for EUAD's to be included in future Headter - I -	's Poports
<ul> <li>i) Data for EHAP's to be included in future Headteacher'</li> <li>Carried forward.</li> </ul>	s Reports. AD
- Carrieu iorwaru.	Au

j) EY to identify a potential "local" Governor.	
Closed – the potential candidate could not commit.	
k) CG to arrange Governor Visit training.	
Carried forward – to be discussed in committees initially.	CG
I) CG to draft a summary for the School Newsletter.	
Closed.	
m) AD to review the School Behaviour policy.	
<u>Carried forward</u> – Work in progress.	AD
n) AON to update the Complaints Policy.	
Closed.	
o) AD to review model Complaints Policies from The key / DfE.	
• <u>Carried forward</u> - AD said that both were very clear. This will be presented to the	AD
December FGB.	
11. Any Other Business as agreed above	
Governor Visit Reports	
The following Governor Visit reports were pre-circulated:	
• SET – SEND 30/06/2022.	
• SET – EYFS 07/07/2022.	
12. Date and time of next meeting	
Tuesday 6 December 2022 at 4:30PM	