

MINUTES OF MEETING

SCHOOL COPY

School: Hillocks Primary School
Meeting title: Meeting of the Pupils and Personnel Committee
Date and time: Monday 24 April 2017 - 5.00pm
Location: At the school

Membership

'A' denotes absence A

Mrs M Rutter (chair)
Mrs M F Young
Mr M Gillott
Mrs J Waudby
Ms C Gibbon (acting head teacher)
Ms N. Marsh
Ms N. Parker
Mrs J Hautenne

In attendance Mrs Cathy Andrews (clerk to the governors)

PPC/10/17 Apologies for absence

Apologies for absence were received from Mrs M Young

The committee approved the absence.

PPC/11/17 Declarations of Interest

There were no declarations of interest, either direct or indirect, for items of business on the agenda.

PPC/12/17 Minutes of the previous meeting

The minutes of the previous meeting dated 19th December, 2017, had been circulated and was approved by the committee.

Matters arising

PPC/03/17 – Parents Coffee Morning – Still to be organised. Govs/h/t to set date **h/t**
Pupil Premium – completed

PPC/05/17 – Reading Books – a survey had been carried out, the response had been positive once completed a copy would be circulated to governors. **h/t**

PPC/03/17 Mastery Specialist – two members of staff would be attending the training.

PTA – the chair stated that a letter had been drafted and sent.

Mrs M Rutter – monitoring visit – completed

John Reynolds – the chair reported that the visit had been displayed on the website and a display had also been placed in the school.

Jo- Mark Dobbs, John Bates – The chair reported that she had thanked Mark Dobbs for the extra cover he had provided and would also be thanking John Bates when she was next in the school.

PPC/13/17 Pupils

The acting head teacher reported the following:-

Pupil Premium Review

The committee were informed that Mr Ed Seeley, Edgewood Primary would be working with a member of staff to carry out a Pupil Premium review.

The chair stated that once a date had been fixed for the review she would like to be informed so that she could attend.

Successes

Since the last meeting Yr.5 pupils had visited Frankie and Benny's to make pizza which they had all enjoyed. Governors were informed that pupils' behaviour had been exceptional.

Raise for Lap Top

The event had been well attended and there had also been a lot of parental involvement, the closing date for sponsorship had closed last week. To date £400.00 had been raised and once the official sum had been reported governors would be informed.

Three pupils had enrolled at the school since the last report.

Attendance

Attendance presently stood at 94.19% which was well below target.
Unauthorised absence was – 0.6%.
Authorised absence was – 4.6%

The school would continue to work using every strategy possible to improve attendance and were presently working on an action plan with staff.

The committee discussed how absence could be improved at the school which had included fining and asking for evidence when a parent reported that their child had a medical appointment.

One pupil had been raising funds for 'Bereavement Charity' and the charity wished to thank the child publicly for the amount of money raised. A date would be organised so that the child could present the cheque and this would be placed in the local news and also the event would be displayed in the school.

Safeguarding Issue

Governors were informed that during the Easter holidays when the head and deputy head had happened to be on the school site, two Policemen had visited the school to inform them that 2 children had been found wandering around the locality, one of which was a pupil at the school. The parent was contacted and came to pick up her children from the school.

Behaviour

Behaviour had settled in the school and there had not been any reported incidents of racism.

Personnel

Rebecca Gayfar who had been appointed to teach Yr.3/4 had settled in very well since commencing at the school.

See confidential items

PPC/14/17 Governor Feedback

Governors reported on the following visits:-

- Mrs Rutter had visited the school to look at Rainbow Grammar and reported on her visit to the committee.
Mrs Rutter reported on her visit – Inferring Day
- Mr Gillott – to arrange a visit to monitor Yr.5
- Ms Marsh – reported on Forest Garden
- Ms Marsh reported that a trip had been organised to Lawn View Care Home

MG

PPC/15/17 School Improvement Plan and Ofsted related issues

The SIP had been reviewed and altered to take into account the comments made by Ofsted.

HMI

See confidential items.

PPC/16/17 AOB

Future events

The acting head teacher reminded governors of the following:-

- SAT's – Monday, 8th May, 2017
- Yr.5/6 residential to Walesby – 22nd May, 2017
- Yr.3/4 residential to Walesby – 5th June, 2017

Any governor who wished to visit Walesby during their residential visit would be made welcome.

PPC/17/17 Determination of confidentiality of business

It was

resolved

that all papers and reports be made available as necessary apart from staffing and Ofsted.

PPC/18/17 Date of next meeting

Monday, 12th June, 2017 – 3.30 pm

The meeting closed at 6.00 pm.

Signed *m. chris*(chair) Date *12/6/17*