



ST. STEPHEN'S CHURCH OF ENGLAND JUNIOR SCHOOL

Headteacher: Louisa Wilson

South Gloucestershire Council

...a positive, supportive learning community.



**Meeting of the Full Governing Body  
Monday 7 December 2015 at 5.30 pm**

**Term 2 Meeting**

**Present:** Louisa Wilson (Ht) Alan Walters (AW - Deputy), Philip Webb (PW - Chair), David Hanks (DH), Nicola Read (NR), Mandy Woolley (MW) Matt Gait (MG), Lynsey Lowrie (LL), Hannah Baker (HB), Abby Warren (AW), Kristina Parfrey (KP), Lynsey Sheppard (LS), Sara Dyte (SD)

**In Attendance:** Carina Sime – Clerk

Item		Action to be taken
1	<b>Apologies</b> – none received, all present.	
2	<b>Declarations of Business or Pecuniary Interests</b> – there were no declarations from attendees of business or pecuniary interest in any of the agenda items.	
3	<p><b>Presentation on THRIVE</b> – Learning Mentor Ms E Coleman gave Governors a presentation on THRIVE (copy on file).</p> <p>The presentation included:</p> <ul style="list-style-type: none"> <li>• What is THRIVE</li> <li>• The underlying theory</li> <li>• How Thrive works in practice</li> </ul> <p>Thrive is a dynamic developmental approach to working with children that supports their emotional and social wellbeing. All children with troubling or challenging behaviour are helped to develop emotional resilience and engage with learning. It is based on the latest research in neuroscience.</p> <p>The whole school has been screened for Thrive.</p> <p><b>Q. At present how many children are being supported by Thrive?</b></p> <p><b>A. Around 50 children at the moment.</b></p> <p>Ms Coleman informed that one child who was on the pilot programme for Thrive has made immense progress. They have been a 'Shining Star' and have not had one detention. One child stated that "Thrive has changed my life".</p>	

**RESPECT RESPONSIBILITY FRIENDSHIP HONESTY TRUST PERSEVERANCE**

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	Chair of Governors thanked Ms Coleman for her presentation and time.	
4	<b>Minutes of the last meeting</b> – the minutes of the meeting held Monday 19 October 2015 were agreed as a correct record and signed.	
5	<b>Matters Arising</b> – Item 4 – skills assessment forms sent. Item 5 – an item on this agenda.	
6	<b>Review of Governors specific responsibilities/committee memberships</b> – at the meeting Governors received a copy of St Stephens Junior School Governing Body – Specialised Roles (copy on file). PW ran through the checklist. LS (Chair of the Head Teacher Performance Review Panel), is to set a date for the mid- point Ht pay award.  Committees and members were reviewed. It was noted that the Achievement & Provision Committee need more members. LS volunteered to join this committee.	LS to set date for Ht mid- point pay award
7	<b>Meeting schedule and protocol</b> – at the meeting Governors were given Proposed Meeting Dates for remaining 2015-16 School Year (copy on file). All present were happy with the dates that have been set. When sending 'apologies' to any meeting, Governors have been asked to also inform the Chair of the appropriate committee.	
8	<b>Headteacher's annual report on racial incidents and bullying (verbal report)</b> – During the academic year 2014-15 no reported incidents of bullying. 5 racial incidents (all verbal), dealt with in school.	
9	<b>Committee Reports/questions to Chairs</b> – minutes of all committee meetings were sent prior to this meeting. No questions were raised.	
10	<b>SIP – Governance</b> – Governors discussed how they can improve the way they operate around the school. Areas of focus have been given at committee level. Ht stated that there is a higher expectation and that Governors should visit school on a more regular basis. There should be commitment from all Governors. Governors should attend school events. It was suggested that one Governor from each committee follow a year group	

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	and monitor progress. The School Improvement Plan is complete except for the Governor section. Meetings taking place in Term 3 are to focus on the SIP.	
11	<b>Traded Services</b> – a one off meeting was held on Monday 30 November 2015 to discuss which of the traded services provided by the Local Authority (now Integra) the school may wish to use/continue to use in future. The minutes from this meeting were signed. No comments made.	
12	<b>New photos of Governors for school and website</b> – photos taken at the meeting.	
13	<p><b>Any other Business</b> –</p> <ul style="list-style-type: none"> <li>• Feedback from any training courses attended by Governors to be added as an agenda item.</li> <li>• All Governors to sign Keeping Children Safe in Education. AW to distribute.</li> </ul> <p>Chair of Governors stated that it has been a great year and thanked all present for their hard work.</p>	AW to distribute
14	<b>Date of next meeting</b> – Monday 1 February 2016 at 5.30 pm.	

Meeting finished at 7.00 pm.

These minutes have been agreed as an accurate account of the meeting of the Full Governing Body of Stephen's Church of England Junior School.

Signed .....

Date .....

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