 

**Summary of Governors meetings 2018-19**

May 2018

* Governors were provided with an overview of the School Evaluation Form which reviewed all aspects of the school
* Governors discussed the review of the Single Central Register which was checked by CAST in April 2018.
* Governors discussed the summary of results from the parent and staff questionnaires.
* Governors were provided with a health and safety update.
* Governors were provided with a finance update.
* The SEN Policy was agreed by governors.

June 2018

* The Board discussed a possibility of a partnership with the Peter Pan Playgroup.
* Governors were provided with a Report on School Improvement and sought details of progress on the new School Development Plan.
* Governors were given a presentation on pupil tracking which gave a whole school picture on targets which were summarised annually in the SEF and formed the School Development Plan.
* Governors volunteered to meet with the School Council.
* The pupil premium strategy statement 2017-18 was shared with governors.
* The Sport Premium Spending Plans 2017/2018 was handed to governors
* Governor training was discussed.

September 2018

* The annual membership of the governing body was reviewed with a view to increasing foundation governor representation.
* Governor responsibilities for SEND, Safeguarding, RE & Catholic Life, Statutory Grants and Health and Safety were assigned.
* Governors were informed about the restructuring of the Trusts administration.
* Governors received the annual Safeguarding Report for 17/18.
* Governors received a report on summer testing and trends over 3 years.
* Progress on the Strategic Improvement Plan was discussed by the Board.
* Governors were informed that funds had been secured for building works at the school.
* Governors received an update from the clerk.
* The safeguarding children and behaviour policies were reviewed by the governing body.

November 2018

* A new chair of governors was elected for the Keyham Barton Board of Governors.
* Governors reviewed the school data, the Self Evaluation Form and the School Development Plan.
* DfE Analyse School Performance dashboard was reviewed by governors.
* Governors received the Pupil Premium Strategy Statement 18-19 to review.
* Governors were updated on the quality of teaching and pupil progress from Autumn 2018
* Governors reviewed the impact of sports premium and the new action plan.
* Governor reviewed and discussed the Plymouth CAST annual safeguarding report.
* Governors were provided with a brief finance update.
* Governors reviewed the progress of staff appraisals.
* The clerk provided governors with an update.
* The behaviour policy was ratified and governors were informed of the new policies adopted by CAST.

January 2019

* Governors approved training dates and term dates for 2019-20
* Governors discussed the best methods of capturing the views of the school via parent surveys
* Governors reviewed the report on predicted outcomes for cohorts and years.
* Governors reviewed the progress on the school Development Plan.
* Governors were provided with a staff update.
* The building works and health and safety update was provided to governors.
* Governors discussed the risk register required by the school and possible funding available.
* Governors were provided with an update from the clerk.

March 2019

* Governors reviewed the parent survey results.
* Governors were provided with an update on the quality of teaching and pupil progress.
* Governors had recently reviewed safeguarding and online safety at the school, asking questions of the headteacher to confirm all necessary procedures were in place.
* Governors queried attendance figures at the school and discussed methods of improvement at Keyham Barton.
* The clerk shared information regarding her recent training provided by CAST.
* Arrangements were shared for the next governor day at the school.
* The headteacher ensured that everyone was aware of the CAST and Keyham Values.

May 2019

* The maths lead presented to Governors on maths at the school.
* Governors were updated on pupil tracking and associated data as well as a report on the quality of teaching at Keyham and pupil progress providing challenge to the headteacher.
* Governors reviewed the school development plan.
* A report was shared with governors regarding the School Council.
* Governors discussed promotion of the school in the local community.
* Governors agreed their action plan for 2019-20.
* Governors were provided with the Evidencing the Impact of the Primary PE and Sport Premium

July 2019

* Governors reviewed the End of Year Reflection 2019
* Governors reviewed the end of year testing results for Early years phonics and KS1 and sought confirmation that the staffing structure had been established for the following year.
* Governors were informed that the School Development Plan was due to be prepared over the holiday period.
* Governors were provided with a financial update regarding Keyham Barton by the Schools Hubs Business Manager and CAST’s expectations of their schools.
* Governors were advised of the steps being taken by the school to raise standards and reinforce Catholicity