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## HOLY APOSTLES' C.E. (AIDED) PRIMARY SCHOOL

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DIOCESE OF GLOUCESTER

MINUTES OF THE MEETING OF THE BOARD OF GOVERNORS HELD ON TUESDAY  
13<sup>th</sup> MAY 2008.

PRESENT: Mrs C. Brooker (Chair), Mrs K. Bryant, Mr T. Winder, Mr F. Booth, Mrs V. Allanach, Mrs H. Faulks, Mrs K. Lynch, Mrs K. Unsworth, Mrs T. St. John-Green, Miss A. Miggins and  
Mr G. Davies (Headteacher).

IN ATTENDANCE: Mrs L. Talbot (Clerk) and Mr A. Halsey

APOLOGIES were received from Mr Paterson, Mr Winters and Ms Brophy; these were accepted.

Mrs Brooker welcomed Mr Halsey, who was going to make a presentation on the "Abacus Evolve" Maths scheme.

### Action

- 07/08.33 DECLARATION OF INTEREST – No conflict of interest in any agenda item was declared
- 07/08.34 MINUTES OF THE MEETING HELD ON 18<sup>th</sup> MARCH – The minutes of the meeting, having been distributed, were approved and signed.
- 07/08.35 MATTERS ARISING FROM THE MINUTES – The Curriculum & Standards committee have looked at the International policy and recommend it for approval; this was agreed.
- 07/08.36 CHAIRMAN'S NOTICES:
- Mrs Brooker welcomed Mrs Unsworth whose appointment as Foundation Governor has been confirmed.
  - Governors were asked to note the "hard stance" that the LA is taking on pupil absence from September. Although Holy Apostles is on target to meet the LA's 96% attendance target for this year, the school should not be complacent. It was agreed that the Personnel committee should formulate a draft attendance policy for Governors' approval and that parents should be made aware of this and the LA's tougher policy.
- 07/08.37 SIP VISIT C – Mrs Brooker summarised the School Improvement Partner's Visit C report to the Governing Body. This draws together the findings from Visit A, standards and target setting and includes the validation of specific SEF grades. At the time of the school's last inspection, "Learners' achievement in their work" was graded 1, but the SIP considers the target setting process for high attainers to be insecure in its accuracy so has awarded a grade 2.

Mr Davies informed the meeting that both Visits A & C were very positive, but there was always room for improvement.

07/08.38 MATHS SCHEME - Mr Halsey advised the meeting that the scheme reflects the enhanced teaching and learning required under the Renewed Numeracy Framework and he outlined what the scheme provided. Miss Miggins commended the assessment testing within the scheme. The total cost of all the resources required is £5109.35. Governors agreed to adopt the scheme (proposed by Mrs Brooker, seconded by Miss Miggins).

07/08.39 COMMITTEE REPORTS –

(a) FINANCE – A report was received and the 2008/9 Governors' Budget Plan noted in particular. The Budget Plan was approved (proposed by Mrs Brooker, seconded by Mr Winder)

Mr Davies advised the meeting that funding for Extended Services was allocated to a cluster; schools within the cluster had to propose initiatives and the funding would be allocated accordingly. As Holy Apostles' was going to remain in the Whaddon cluster, it is unlikely that we would call on any monies, thus enabling more worthwhile projects to be funded. Holy Apostles' pupils will be informed of any initiatives which could be of interest to them.

(b) PREMISES – Mr Winder advised the meeting that tenders for the window replacement project had been received, with Kilbury being the lowest; once the Diocese has approved the finance, the architect will appoint the contractor. Governors have worked with Kilbury before and were happy for them to be appointed. Subject to suitable penalty clauses and project management by Kilbury and ASTAM, the meeting agreed to go ahead with the project (proposed by Mr Winder, seconded by Mrs Bryant). A pre-contract meeting will be held with Kilbury before the half term break.

(c) PERSONNEL – Mr Davies asked for approval for

- Mrs Mason to return from maternity leave on a part time (0.6) basis in September; she has yet to clarify the position with respect to her TLR 2 post.
- Mrs Crew to reduce her working week from 5 days to 3 days (0.6). This will be two days in the classroom (job share with Mrs Mason) and one day for the role of SENCO and management of TAs (for which she currently receives a TLR2 allowance, but this will cease).

It was agreed unanimously that Mr Davies should write to Mrs Mason and Mrs Crew to offer them these contracts.

(d) CURRICULUM & STANDARDS – A report was received and noted. Miss Miggins advised the meeting that KS1 SATs were finished and KS2 SATs were in progress – the Breakfast Club for Year 6 pupils during SATs week was well attended.

07/08.40 GOVERNOR TRAINING – Mr Booth will be attending a course on Health & Safety the next day.

07/08.41 OTHER BUSINESS – Mrs Lynch asked if anything could be done about parents parking and turning in the school entrance, as this practice was extremely dangerous. It was agreed that

- the school would contact the police to see if they could be present at school one morning
- Mr Davies would write to parents asking them not to continue this dangerous practice.
- the Premises committee would investigate painting hatching on the area.

THE MEETING CLOSED AT 8.45pm



**Headmaster: Mr D G Davies M.A., M. Ed.**  
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