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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
1st JULY 2008.

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

IN ATTENDANCE: Mrs L. Talbot (Clerk)

APOLOGIES were received from Mr Paterson and Mrs Allanach; these were accepted.

Action

07/08.42 DECLARATION OF INTEREST – No conflict of interest in any agenda item
was declared

07/08.43 MINUTES OF THE MEETING HELD ON 13th MAY – The minutes of the
meeting, having been distributed, were approved and signed.

07/08.44 MATTERS ARISING FROM THE MINUTES – none

07/08.45 CHAIRMAN'S NOTICES:

- Mrs Brooker congratulated Mr Davies on his successful application to the National Leaders of Education programme. She explained that one of the objectives of the programme is to provide, together with the staff of their schools, leadership and support for schools in challenging circumstances.
- On behalf of the Governing Body, the Chairman thanked the staff for organising the extra activities that were taking place in school this half term, such as Science Week, Arts week, Healthy Schools week, Italian Day and the Key Stage 2 production.

07/08.46 HEADTEACHER'S REPORT was received and the following noted in
particular:

- Mr Halsey has been appointed to another school in Cheltenham. He is under contract to Holy Apostles' until November, but it would be in everyone's interest for him to commence the appointment in September, subject to the Governors' agreement. There is no time to make a substantive appointment to this school before September, so Mr Davies is looking for a temporary replacement teacher for the Autumn term with a view to making a permanent appointment from January. The meeting agreed to release Mr Halsey, subject to Mr Davies being able to find a suitable person to take over from him for the Autumn term.
- Mrs Mason will return from maternity leave on 19th July to commence a new part-time contract - 3 days a week.

- Mrs Crew will commence a part-time contract from 1st September - 2 days a week job share with Mrs Mason and one day per week as the school's co-ordinator for SEN.
- Mr Davies is very pleased with the work Miss Brown and Mrs Houlder are doing in reception class.
- The first part of SIP visit D took place on 30th June to review pupil assessment in advance of the target setting meeting next term. Claire Thompson will be returning to school to lead the staff meeting on Monday 7th July. Governors were invited to attend the latter meeting and were reminded that the targets are Governors' targets for the school.
- The current arrangements for the provision of modern foreign language will continue in September, with each KS2 class receiving a half hour lesson of French per week.
- The portfolio for the International Schools Award will be submitted before the end of term and the school will be advised of the outcome early in the new school year.
- The proposed contribution from revenue budget towards the KS1 replacement window and refurbishment project was noted.
- Preliminary results for the KS2 SATs look good.

07/08.47 COMMITTEE REPORTS –

- (a) FINANCE – A report was received and noted. It was confirmed that 2007/8 Standards Fund monies would be spent before the end of term.
- (b) PREMISES – The meeting was advised that the contractors would be on site during the last week of term in preparation for commencing the KS1 window replacement and classroom refurbishment project.
- (c) PERSONNEL – A report was received and noted. The proposed Attendance Policy was discussed and agreed, subject to the amendment that attendance data is calculated on a rolling total throughout the academic year (proposed Mrs Brooker, seconded Mrs Brophy). Mr Davies advised Governors that the school does not have a problem with poor attendance but parents need to be aware of the issue. Therefore on the basis of this meeting, Mr Davies would write to parents and inform them of the Governors' policy. **GD**
- (d) CURRICULUM & STANDARDS – A report was received and it was noted in particular that
 - One child will be entering Reception class in September on School Action Plus (where outside agencies are involved)
 - The issue of Gifted and Talented children will be addressed further in September

07/08.48 TERM DATES for 2008/9 were approved; it was agreed to start back a day later than the county's published dates in September, to allow the KS1 staff time to settle back into their classrooms following the window replacement and refurbishment project.

07/08.49 DATES FOR GOVERNING BODY MEETINGS 2008/9 – It was agreed that, because some Governors had difficulty making a Tuesday meeting, meetings should alternate between Tuesday and Wednesday. The meeting dates were approved.

07/08.50 GOVERNOR TRAINING – Mrs Unsworth has attended the Induction Training for New Governors and found it an excellent overview of the role of a Governor. The Clerk asked all Governors to look at the Training Opportunities booklet for September – December 2008 with a view to booking any courses that would be useful to them in the coming year.

THE MEETING CLOSED AT 8.55pm



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