

## ACTION POINTS

### GOVERNING BODY OF HEMLINGTON HALL PRIMARY ACADEMY

#### MEETING HELD ON THURSDAY 12 FEBRUARY 2015

<b>ACTION POINT</b>	<b>ACTION</b>	<b>RESPONSIBLE</b>
6	<ul style="list-style-type: none"><li>Mrs Marchant be appointed as a Community Governor, with immediate effect for a four-year term of office.</li><li>appointment of One Community Governor be considered as agenda item at the next regular meeting of the governing body.</li></ul>	GDO GDO
8.1	<ul style="list-style-type: none"><li>The Head Teacher confirmed she would discuss the areas identified for inclusion on the school website as well as the creation of a governor page be created similar to the one on Sunnyside Academy website.</li></ul>	Head Teacher
10.4	<ul style="list-style-type: none"><li>The Head Teacher agreed to remind parents of the importance of their child attending school and punctuality within the forthcoming edition of the newsletter. .</li></ul>	Head Teacher
11	<ul style="list-style-type: none"><li>Feedback from the meeting with Mrs Renou, Regional School Commissioner for the North East would be presented at the next regular meeting of the governing body.</li></ul>	Head Teacher
18.	<ul style="list-style-type: none"><li>Finance Handbook be deferred to the next regular meeting of the Finance and Resources Committee;</li><li>Radicalisation Policy be deferred to the next regular meeting of the governing body.</li></ul>	HT/F & R Cttee Head Teacher/GDO
19.1	<ul style="list-style-type: none"><li>It was proposed that Parent Governors meet with the Head Teacher to discuss ideas as to how Parents could become more involved with the school.</li></ul>	Parent Governors/Head Teachers
19.2	<ul style="list-style-type: none"><li>a notice board be erected in the entrance to the school to explain how the Raising Achievement Board (RAB) and how the Discovery Alliance operated and which schools were involved within the alliance.</li></ul>	Head Teacher

#### Documents Approved at the meeting

- Safeguarding Policy
- Fraud Policy
- Administering Medicines in School Policy
- Governors Allowance Policy
- FMGS
- Collective Worship Policy
- Statement for website on British Values
- Marking & Feedback Policy

## GOVERNING BODY OF HEMLINGTON HALL PRIMARY ACADEMY

### MEETING HELD ON THURSDAY 12 FEBRUARY 2015

#### **PRESENT:**

Community Governors: Mrs K Braithwaite, Mrs E Cook-Smith, Mr D Elliott, Chair

Staff Governors: Mrs C McManus and Mrs C Simon

Parent Governors: Mrs J Tickle, Mrs J Marchant (part-of meeting, following her appointment at agenda item 6) and Mrs V Walker

Head Teacher: Mrs K Edmenson

In Attendance: Mrs Purvis, SENCO (for the duration of agenda item 3)

**OFFICIAL:** Mr R Painter, Governor Development Service

#### **1. SCHOOL COUNCIL**

Governors welcomed members of the School Council who had been invited to the meeting to talk about work they had undertaken during the term. The following points were made:-

- Newsletters had been produced outlining their work and how pupils enjoyed school, which could be accessed via the website;
- Two Peer mentors from the School Council had intervened when two pupils had fallen out, which resulted in one of the girls having no friends. Through the intervention of the peer mentors that girl now had nine friends.

***In response to a question*** the Head Teacher confirmed that peer mentors wore bibs during break and dinner time. At present peer mentors were working with pupils in Y3 to inform them about their role.

Governors heard that the work on the Multi Use Games Area (MUGA) would be completed shortly.

Governors thanked members of the school council for attending the meeting to inform them of their work.

#### **2. SEND PRESENTATION – JOANNE PURVIS, SENCO**

Governors welcomed Mrs Purvis, SENCO to the meeting, who had been invited to talk about her role as SENCO within the school and of changes made to the SEN code of practice. The following points were made:-

- The new code of practice covers the 0-25 age range and includes guidance

- relating to disabled children and young people as well as those with SEN.
- The categories for SEND remain the same (Speech & Language, Communication, Physical Development and Emotional Needs.) Behaviour had been removed.
- There were legal responsibilities for schools, colleges and local areas
- Local areas and health services plan services together
- There was a single category (School Action and School Action Plus were now combined)
- There was a local offer, which had been made available within the school entrance and on the school website
- Personal budgets were assigned
- Education and Health Care plans were drawn up, which were transparent and involved all agencies plus Parents and pupils. There were currently no pupils within school who had an EHC plan. Needs of pupils were currently met from the school budget
- Assessments undertaken.
- The new code of practice was designed to be a more family centred system in order to focus on improving outcomes. Allowing the focus on being family-centred as well as person centred planning approach.

The Head Teacher thanked Mrs Purvis for all her hard work in producing the local offer in both a Parent and Child format which had been huge, as well as supporting others schools through this process. Mrs Walker, SEN Governor indicated she would make arrangements after half term to meet with Mrs Purvis to discuss SEN issues within school.

Mrs Walker

Governors thanked Mrs Purvis for her informative presentation.

(Mrs Purvis left the meeting)

### 3. APOLOGIES FOR ABSENCE/WELCOME

No apologies for absence were received.

### 4. DECLARATION OF INTEREST/PUBLICATION OF PECUNIARY INTEREST ON THE SCHOOL WEBSITE

No declaration of interest was declared for any of the agenda items.

### 5. APPROVAL OF ITEMS FOR DISCUSSION UNDER "ANY OTHER BUSINESS"

\*Governors wished to consider the following issue under "Any Other Business":-

- (i) Parent Governor Afternoon Tea

GDO

### 6. APPOINTMENT OF TWO COMMUNITY GOVERNORS

GDO

Consideration was given to the two community governor vacancies. Governors heard that an application had been received from a Mrs Marchant.

The Chair informed governors that Mrs Lee, Vice-Chair had resigned as a governor due to work commitments. She had, however agreed for an interim period to continue with her commitment with the Library, until Easter. After this period the Chair confirmed he would take over responsibility for the library.

The Head Teacher confirmed that she had approached a prospective governor who worked at ICI who had an accountancy background and confirmation was awaited if they were able to dedicate the time and commitment to this role.

Following discussion it was

RESOLVED that

- i) Mrs Marchant be appointed as a Community Governor, with immediate effect for a four-year term of office.
- ii) appointment of One Community Governor be considered as agenda item at the next regular meeting of the governing body.

(Mrs Marchant joined the meeting)

Head  
Teacher

## **7. MINUTES**

The following amendment was made to the minutes of the meeting held on 9 October 2014.

Page , Para 12.5 remove “bungalow project” now “bungalow partnership”

RESOLVED that the minutes of the meeting held on 9 October as now amended and 24 November 2014, be approved and signed by the Chair as a true record.

(Mrs Walker joined the meeting)

## **8. MATTERS ARISING FROM THE MINUTES**

### **8.1 School Website ( )**

Mrs McLaughlin, indicated she had reviewed the content of the school website as a secret shopper and had noted some omissions. The Head Teacher confirmed she would discuss this with Mrs Knox. It was suggested that a governor page be created similar to the one on Sunnyside Academy website. The Head Teacher confirmed this was a good idea as all policies and other documents could be accessed by governors.

### **8.2 Staffing Update**

The Head Teacher informed governors that Mrs McManus had secured a promotional post at Riverdale School and would be leaving school at Easter. Governors paid tribute to the hard work and commitment of Mrs McManus and wished well in her new role.

Mrs Thompson had been appointed as Mrs McManus replacement as Staff Governor.

## **9. REPORTS FROM COMMITTEES/WORKING PARTIES/GOVERNOR VISITS**

### **9.1 Raising Achievement Committee**

RESOLVED that the minutes of the meeting of the Raising Achievement Committee held on 16 October 2014, be approved and signed by the Chair.

#### Arising from the minutes

#### **9.1.1 Inquorate Meeting**

Governors heard that the last regular meeting of the Raising Achievement Committee scheduled for Wednesday 28 January 2015, had been inquorate. As a result issues which were due to be discussed will be discussed later in the meeting.

### **9.2 Finance and Resources Committee**

RESOLVED that the minutes of the meeting of the Finance and Resources Committee held on 18 November 2014, be approved and signed by the Chair.

### **9.3 Head Teacher performance management feedback**

RESOLVED that the minutes of the meeting of the Head Teacher performance feedback be approved and signed by the Chair.

#### Arising from the minutes

#### **9.3.1 Mid-Year Review**

The Chair informed governors that members of the appraisal committee had met with the Head Teacher to discuss progress made against objectives identified at the beginning of the academic year. Due to her outstanding performance the committee had agreed to pay an agreed 5% retention allowance to the current ISR of L15 and L21 to the Head Teacher. New targets had been established for the current academic year and members of the appraisal committee met with the Head Teacher to discuss progress made against her objectives.

Following discussion it was

RESOLVED that the proposal from the appraisal committee to award the Head Teacher an agreed 5% retention allowance to the current IST of L15 to L21 be approved.

### **9.4 Feedback from Health & Safety visit undertaken by Mr Elliott**

The Chair informed governors that he had undertaken a health and safety inspection of the premises with the caretaker and all of the actions which had been

identified had been actioned by the Head Teacher and School Business Manager. The Chair also confirmed that he had attended a meeting with Mr Reed, LA Fire Safety Officer to discuss fire safety. The Head Teacher confirmed that the School Business Manager was very efficient in dealing with any health and safety issues.

## **10. HEAD TEACHER'S REPORT**

The Head Teacher presented her report on the organisation and progress of the school.

### Arising from the Report

#### 10.1 Staffing

The Head Teacher provided an update on staffing related issues which had arisen since the last regular meeting. The following points were made;-

- Miss Barker, Miss Igoe and Miss B'Durga continue their NQT year. Two internal advertisements had been placed and the outcomes resulted in Miss B'Durga securing a permanent post in the HNB and an extension of one year for Miss Igoe. Miss Barker has a permanent contract. Appointments have been necessary following the resignation of Mrs McManus, Early Years Leader;
- Mrs Geaves and Mrs Orchel will job share in the Nursery for the summer term. Both teachers already work in the Nursery and are familiar with the children as well as staff, structures and organisation.
- With effect from the beginning of the 2015/2016 academic year Miss Igoe will be placed in main school for an additional year, allowing Mrs Lockney to be released for her dedicated Leadership role;
- Mr O'Neill's fixed term 12month contract as Sports Coach will not be renewed. Mr O'Neill was doing an excellent job however, the role requires a more qualified teacher with experience of working within school. In the meantime the school will work with Daisy Chain regarding sports coaching. The Head Teacher paid tribute to Mr O'Neill and wished him every success with his application to join the Police Force;
- Mrs Morris resigned her 0.4 contract at the end of December due to family commitments, but continues to offer regular supply cover across the school, including in her former Y6 class.
- Miss Solomon, Y2 Teacher, will commence her maternity leave in early May. Mrs Osborne, Nursery Support assistant, will commence her maternity leave in July. These posts are to be advertised in Spring 2.
- Mrs Warner commenced her maternity leave on 26 January 2015 and has requested an immediate response to her request for flexible working on her return from maternity later in the year. Her request can be met working 0.6 in either Y5 or Y6 four mornings and one full day from Autumn Term. Mrs Warner has the right to appeal the decision, and it was agreed by both parties that if this was the case, it should be deferred until April 2015.
- Miss Oliver has successfully taken over the Y5 teaching role covering Mrs Warner's maternity. She has a fixed term post until August 31<sup>st</sup> 2016, which gives us lots of flexibility for the challenging Y5 cohort as they move into Y6

under the first year of the 'new SATs regime'.

**Would Daisy Chain provide continuity with the same staff?** Yes that will be the case.

**Has sport involvement improved as well as attendance at competition?** Yes. However, through no fault of the school insufficient notification was received when competitions were due to be held. There were also occasions when events/competitions were cancelled as a result of the weather. Daisy Chain would be responsible for transporting pupils to and from sporting activities.

**Who will coordinate the Dance Club?** This will be delivered by a coach from Daisy chain coach.

A confidential staffing issue was discussed.

## 10.2 Staff in-service and Curriculum Development

Opportunities were provided for staff to attend professional development; however, this was closely linked to priorities identified within the School Improvement Plan. Appropriate cover would be sourced and staff were expected to provide feedback as to what they had learned and how this could impact on practices within school. An advertisement had been placed through Middlesbrough School Teaching Alliance (MSTA) to develop Middle Leaders. Four staff within school had expressed an interest and their applications would be supported, as this would benefit staff and school.

**Was there any defined expectation for staff to attend CPD?** There was an expectation that all staff will engage with CPD opportunities to develop themselves and keep up to date with latest developments with regard to their role. Best value was sought whenever staff attended training. External validation was sought regarding best practice. The Head Teacher indicated she had undertaken joint lessons observations with Mr Dunn, Head Teacher Sunnyside Academy on various aspects in his school. Similar arrangements would be undertaken in Hemlington Hall.

## 10.3 Safeguarding

The Head Teacher informed governors that all necessary staff had completed the Disqualification by Association pro-forma which had been provided by the LA. One concern had been raised and followed up although no further action was required.

## 10.4 Attendance

Governors heard that attendance for the current term was standing at 95.2%, which was a dip of 0.7% from the previous report. The importance of pupils regularly attending school was reinforced at whole school assemblies. As an incentive the class with the highest attendance level would receive £1 per week.

**Were Parents aware that attendance levels had reduced?** Attendance levels

were included within the termly newsletter parents received as well as details about punctuality. To date 5 hours and 50 minutes of lost learning had been missed since the beginning of the term as a result of punctuality. The Head Teacher agreed to remind parents of the importance of their child attending school and punctuality within the forthcoming edition of the newsletter.

Mrs Linacre indicated at Easterside Academy the number of late children had reduced from 40 per week to 15 per week, as a result of the school opening at 8.40am, to enable pupils to undertake basic skills. The Head Teacher commented she would investigate this and discuss with staff support.

The Head Teacher commented that it was essential that good habits were developed from when pupils commenced their education in the nursery. It was appreciated that often it was not the fault of children of why they were late for school.

Mrs Linacre indicated at Easterside they had provided alarm clocks to some parents to ensure their child attended school on time.

#### 10.4 Looked After Children (LAC)

There were currently no LAC within school. There are currently 15 children supported by Social Workers on Child in Need Care Plans and six children made subject to Child Protection Plans. Two child protection referrals had been made since the last meeting. Three children were currently attending CAMHs for targeted assessment and support.

#### 10.5 Links with other schools and other Educational Establishments

The Head Teacher informed governors that staff from school were visiting other schools within the alliance to observe best practice as well as various workshops. The Discovery Alliance RAB met regularly and colleagues supported and challenged each other on data and performance within each school.

The Head Teacher and Mrs Braithwaite had recently attended peer reviewer training workshops, with the expectation that they support another school through a team of three peer reviewers. Arrangements had been made for a peer review of the school to be undertaken in April and May, which would be led by Mr Dunn, Head Teacher Sunnyside Academy. There were also discussions taking place as to how governing bodies within the alliance could support one and other.

#### 10.6 Primary Chains Grant

The Head Teacher informed governors that the last block of learning observations had been undertaken, which had been supported by the Chair. Members of SLT had attended a training session on how to observe lessons, which were attended by other schools within the alliance. This training had been funded through a Primary Chains grant of £25k received. This had proved very informative and had identified new practices which could be brought into school. Governors were reminded that quality of teaching within the current inspection handbook was to be judged over time and not purely as part of lesson observation as undertaken in previous

Head  
Teacher



frameworks.

#### 10.7 School Improvement Plan (SIP)

Governors were provided with a copy of the SIP, which had been updated to incorporate pupil performance targets for KS1 which had been slightly increased as a result of a pupil who had left the school.

Governors heard during Mr Fallon's visit to school he had confirmed that high needs base results were removed from RAISEonline, when they were not entering tests, due to their learning needs. This will have an impact on the schools Phonics Screening and KS1 results.

#### 10.8 Pupil Premium (PP)

The Head Teacher provided governors with a framework which had been established for the use of PP within school. Within the evaluation section of the PP report details were provided as to the effect PP funding had made on a particular action. Governors acknowledged that it was only half way through the academic year it was unclear what impact had been made against some actions.

Governors heard it was anticipated there would be 32% of pupils attending school who would qualify for PP and Ever Six funding, which was a drop from 46%, which was as a result of changes made to the benefit system. Letters had been forwarded to all KS1 and Reception Parents highlighting the eligibility criteria, and reminded them of the importance of completing the necessary form to ensure the school received the necessary funding for their child. From 1 April 2015 the school would receive £1,320 of funding for each child who was eligible for PP funding. As a result it was predicted the school would receive approximately £130k of PP funding.

Mrs Linacre indicated she had also reminded all Parents of the eligibility criteria within her school and the number of pupils eligible had dropped by 10%, as a result of the changes made to the benefits system.

**Is there a hardship fund?** Yes there is and each case was considered on its merit. There had been cases where the school had provided extended terms for payment for a residential etc.

**Does the letter specify how much funding the school received for those pupils who were eligible for PP funding?** Yes, it does.

It was proposed that some of PP funding could be utilised to support new parents and Y6 parents with the purchase of sweatshirts at a discounted rate of 20%, which was approved.

#### 10.9 School Environment

The Head Teacher informed governors that work on the High Needs Base (HNB), Y1 classrooms, KS1 toilets, art room and Mrs Padgett's classroom had commenced. Work on phase 1 of this project had been completed, and work on Phase 2 of the project had commenced. An extension of one week had been agreed for phase two

of this project to allow classroom furniture to be installed, to ensure there was no disruption for pupils when they entered their new classrooms.

Approval was sought for additional costs to this project which were as follows:-

- Slightly increased costs for fitted units in the art / resource area £900 approx
- Fitted units and desks Y2 Classroom - £3.5k approx
- Paving the internal Y2 quad to create a working outdoor area £2,262
- Lifting paved pathway to the rear of school building and replacing with Tarmac £9190
- Tarmacking and curbing the main path from the Dales Park Estate up to the KS2 playground £17,464
- Lifting the grassed area near the center gate and tarmacking it to extend the playground and support the increased numbers of children coming through £4158
- Purchase of 30 fire evacuation signs

Following discussion it was

RESOLVED that the request for additional funding as indicated be approved.

Governors heard that quotes would be sourced to replace lighting in Y3 and Y4, Based on previous quotes received this was estimated to cost in the region of £11.5K. Monies had been set aside in the budget for this work to be undertaken.

***In response to a question*** the Head Teacher confirmed that shelving had been fitted in the School Business Managers office. Work station assessments would be undertaken for the Head Teacher and School Business Manager as they were both suffering from back pain.

#### 10.10 Health & Safety Update

Governors heard that two fire drills had been undertaken on 4 November 2014 (4 minutes taken to evacuate school) and 2 February 2015 (3 ½ minutes to evacuate school). An issue had arisen from the fire drill on 4 November when the alarms in the office/community room did not sound and the emergency shutter failed in the office. These issues were quickly addressed by Tees Fire systems and Farrells.

#### 10.11 Finance Update

Governors were provided with an academy budget report dated 12 November 2014. It was reported that a copy of the end of year accounts had been forwarded to the Education Funding Agency (EFA) before the deadline of 31 December 2014. A copy of the finalised accounts were available to access from the website.

Governors noted that the Head Teacher and School Business Manager had met with

Mr Fitzgerald, Evolution and Mr Fox, Mouchel to ensure accurate budget planning. The Head Teacher reminded governors in accountancy terms they did not look at outturn, but at money which was remaining in the bank. An additional £3.5k of funding was expected under the primary schools budget heading.

***How do we know how the balance remaining in the bank?*** Reserves Policy stipulated how much of funding would be retained in the bank.

#### **11. FEEDBACK FROM DfE VISIT**

A confidential discussion took place following a DfE monitoring visits which had been made to the school on Tuesday 16 December 2014.

#### **12. SCHOOL CATEGORISATION VISIT**

The Head Teacher informed governors that Mr Fallon, Interim Deputy Director School Improvement had visited school on Wednesday 11 February 2015 to discuss the LA school categorisation grading which had been made about the school. He toured the school and met with staff. The Head Teacher had informed Mr Fallon that the school had made significant progress since the last OfSTED inspection and there were reasons why results had dropped and a number of case studies had been produced which be shown and be explained to an OfSTED inspection team.

#### **13. REVIEW SCHOOL IMPROVEMENT PLAN PROGRESS/SELF EVALUATION FORM**

Para 10.7 of the minutes refers.

#### **14. SCHOOL ADMISSION ARRANGEMENTS**

The Head Teacher commented she was due to meet with the LA to discuss the schools admissions policy in light of the new admissions code which had been introduced by the DfE. In particular advice would be sought regarding the possibility that Parents could delay their child/s admission into school by a year if they were born in the summer. It was agreed that this item would be deferred to the next regular meeting of the governing body.

#### **15. APPROVAL OF TERM DATES (2015/16) (OPTION 1)**

Consideration was given to the Term Dates for the 2015/2016 academic year provided by the LA.

Following discussion it was

RESOLVED that the LA proposed term dates for the 2015/2016 academic year be approved and adopted.

#### **16. GOVERNOR DEVELOPMENT/TRAINING/ROLES AND RESPONSIBILITIES**

Head  
Teacher

Head  
Teacher/  
GDO

The Governor Development officer agreed to provide a report on training governors had attended for consideration over the past two years which would be presented at the next regular meeting of the governing body.

GDO

## 17. GOVERNOR MONITORING

Governors were informed that the theme of the last governor monitoring visit had been Safeguarding, which had been attended by the Chair, Mrs Braithwaite, Mrs Cook-Smith and Mrs McLaughlin. An issue which had been identified was signage around school. The Chair confirmed he had met with the Head Teacher to discuss recommendations made which had been acted upon.

## 18. POLICIES

Consideration was given to the following draft policies:-

- Safeguarding Policy – Disqualification by Association – governors have completed the pro-forma provided by the LA
- Fraud Policy - approved
- Financial Handbook – defer to the next meeting of the Finance and Resources Committee
- Administering Medicines in School Policy – ***Who is responsible for non-prescriptive medicines?*** They are stored in the office, although they are not administered by staff. The policy would be amended to reflect this practice
- Governance Allowance Policy approved.
- Asthma care plan framework will be made available in policy
- FMGS – nothing outstanding.
- Collective Worship – approved
- Statement for website on British values – approved. ‘Tolerance’ replaced with ‘understanding’
- Marking and Feedback Policy approved
- Radicalisation – defer to next FGB
- British Values
- Pupil Premium working document - circulated

Head  
Teacher/  
GDO

Head  
Teacher

Following discussion it was

RESOLVED that

- i) Safeguarding, Fraud, Administering Medicines in School, Governance Allowance , FMGS, Collective Worship, Statement for website on British values and Marking & Feedback policies be approved and adopted;
- ii) Finance Handbook be deferred to the next regular meeting of the Finance and Resources Committee;
- iii) Radicalisation Policy be deferred to the next regular meeting of the governing body.

Head  
Teacher/  
GDO

## **19. ANY OTHER BUSINESS**

### **19.1 Governor Afternoon Tea**

A discussion had taken place at the end of the 2013/2014 academic year as to how Parents could become more involved in the life of the school. An event had been arranged which had proved successful how no further events had been arranged. It was proposed that a similar event be arranged. It was proposed that Parent Governors would meet with the Head Teacher to discuss ideas as to how Parents could become more involved with the school.

Parent  
Governor  
s/Head  
Teacher

### **19.2 Notice Board**

It was proposed that a notice board be erected in the entrance to the school to explain how the Raising Achievement Board (RAB) and how the Discovery Alliance operated and which schools were involved within the alliance. The Head Teacher confirmed this was an excellent idea which would be investigated.

Head  
Teacher

(Mrs Simon left the meeting)

## **20. WHAT HAVE WE DONE TO IMPROVE THE OUTCOMES FOR CHILDREN**

An opportunity for governors to record and evidence the outcomes they would expect to see from the actions and decisions made at the meeting, and how these will improve the outcomes for children.

- Mrs Marchant had spoken to Mr Walker and Mrs Cuthbert, to discuss work in Y4 and also Miss Thompson in Reception.
- The Chair had observed lessons in Y2 and Y5
- Mrs Cook-Smith had attended a Children's Engineering event in school
- Good progress made
- Approved building work

## **20. APPROVAL OF DOCUMENTS FOR INSPECTION**

RESOLVED that the agenda, supporting documents and draft minutes of the current meeting (except feedback from the DfE visit which was confidential) (when approved by the Chair) be made available for inspection in school.

## **21. DATE AND TIME OF FUTURE MEETINGS**

RESOLVED that

- i) the next meetings of the Finance and Resources Committee be held at Governing Body be held at 9.30am on Tuesday 3 March and 9.30am on Friday 15 May 2015;
- ii) the next meeting of the Governing body be held at 2pm on Thursday 18 June 2015;
- iii) the next meeting of the Raising Achievement Committee be held at 3.30pm

- on Tuesday 17 March 2015.
- iv) the meeting of the Standards Committee be held at 3.15pm on Wednesday 15 2015

**22. THANKS**

The Chair recorded his thanks to Governors for their attendance