

ST THOMAS' CEP SCHOOL  
 PREMISES COMMITTEE MEETING  
 AUTUMN TERM  
 25<sup>TH</sup> OCTOBER 2016

Present: Mrs Lord, Mr Noon, Miss Beattie, Mr Cannon, Mrs Umer& Mr Fulat

Apologies: Mr Elliot

In Attendance: Miss Bretherton

JV left at 9:53am

Minute No.	Item	Action
1	<b>Apologies For Absence</b> <ul style="list-style-type: none"> <li>• Derek Elliot</li> </ul>	
2	<b>Declaration Of Pecuniary Interests</b> <ul style="list-style-type: none"> <li>• None declared</li> </ul>	
3	<b>Minutes Of Last Meeting – Matters Arising</b> <ul style="list-style-type: none"> <li>• Declared as a true and accurate record.</li> </ul>	
4	<b>Knot Weed</b> <ul style="list-style-type: none"> <li>• Knot weed has been growing around the back of the school, the source of the plant is in the building next to school.</li> <li>• Environmental Health visited the school and have been in contact with the owners of the building.</li> <li>• JV would like to see a certificate to certify that it has been treated.</li> </ul>	CL & RB
5	<b>Update On Amina Hall (Safety Concerns)</b> <ul style="list-style-type: none"> <li>• Vermin still getting into the building through the missing bricks on the side of the building. Nothing seems to have been done to repair the building further.</li> <li>• IU has video footage, shown at the previous meeting. High lighting the damaged gutters making the pavements inaccessible when it rains.</li> <li>• IU spoke to Mr Bax, the representative of the building, a few years ago but it has been an ongoing problem.</li> <li>•</li> </ul>	ALL

	<ul style="list-style-type: none"> <li>- <b>Update On Trading Standards</b></li> <li>• No update.</li> </ul>	JV
6	<p><b>Health &amp; Safety :- Parking, Healthy Travel To School Week</b></p> <ul style="list-style-type: none"> <li>• LN - The school held a 'Healthy Travel To School Week', a programme hosted by Cheryl Sandford which encourages parents and children to walk to school. She held a whole school assembly and also a met with the School Council.</li> <li>• All the children were given a passport and had to collect five stamps, one for each day. These have yet to be counted but the week proved a success with over three hundred children receiving five stamps.</li> <li>• Cheryl is back tomorrow to monitor the parking outside school. The children have designed a poster with the parking law on the top it. It will be handed out to parents who are parking badly or illegally, or both!!</li> <li>• JV stated that an Officer from the council has been appointed to deal with school parking, Martin Eden. Staff at the school cannot go out everyday.</li> <li>• DS has been in contact with parking services and PCSOs many times, they do not visit the school and the parking issues are still ongoing.</li> <li>• The walking bus is full and has a waiting list.</li> <li>• St Thomas' Walking Bus is run by paid staff. The walking bus when introduced should have been run by volunteers. Revisit to look for volunteers.</li> <li>• JV - Parking approved for parking in the alley across from the front of school. School cannot afford to buy the gates. JV to get Groundwork to look into it. CL will give Jo a ring. JV to look into this give update for FGB meeting.</li> </ul>	LN  JV & CL
7	<p><b>Casserly Report</b></p> <ul style="list-style-type: none"> <li>• LN handed out a report to the committee detailing the costs and issues of the property to date.</li> <li>• Door frames – ongoing. The school is due a Capital Project to correct the issues left behind from the previous building work. CL emailed and telephoned Andy Baker but he has not got back to her, yet.</li> <li>• The discrepancy with the level of the playground has now been resolved.</li> </ul>	
8	<p><b>Safeguarding Policy</b></p> <ul style="list-style-type: none"> <li>• LSCB have introduced a new safeguarding policy.</li> <li>• CL and VB have reviewed it and noted all the new elements to introduce into the schools policy.</li> <li>• The new and old versions of the schools child protection policy are now in the governors section on the school website. The committee was asked to log on and have a look</li> </ul>	ALL

	<p>at both versions ready for the FGB so it can be ratified.</p> <ul style="list-style-type: none"> <li>• VB has given IU an overview of the CPOMs system. The committee were told how this helps the school to manage child protection.</li> <li>• The single central record is held electronically. A paper copy is printed off and signed by the Chair of Governors, this kept in the school safe.</li> </ul>	
9	<p><b>Terms Of Reference</b></p> <ul style="list-style-type: none"> <li>• Safeguarding responsibility to be inserted and bullet pointed.</li> </ul>	RB
10	<p><b>A.O.B.</b></p> <p><b>Support Staff</b></p> <ul style="list-style-type: none"> <li>• CL - Use of support staff. Staff being used to support children with EHCPs may be noticed working in other areas in the school. This is due to the school trying to maximise the amount of benefit the children receive from support staff.</li> <li>• Funding was allocated in hours e.g. TLA 2 for 20 hours. Schools now receive a financial amount.</li> <li>• Shortfalls have to be met by the school with each EHCP child having to be supplemented by a minimum of £6,000 depending on the needs of the child.</li> <li>• The school currently has thirteen EHCP children.</li> <li>• To be taken to the finance and curriculum committee meetings.</li> </ul> <p><b>School Council</b></p> <ul style="list-style-type: none"> <li>• CL now leads on the School council every other Monday at 8.30am.</li> <li>• CL asked for a volunteer from the committee to attend also. PC volunteered. DS fed back to the children at the last meeting after the DHT interview questions about the process. Next School Council meeting the 07/11/16.</li> <li>• PC been visiting staff checking if they have any concerns.</li> </ul> <p><b>Tour Of School</b></p> <p>The committee were invited to take a tour of school.</p>	<p>CL</p> <p>CL &amp; PC</p> <p>CL</p>