

ST THOMAS' CEP SCHOOL
 PREMISES COMMITTEE MEETING
 SUMMER TERM
 15TH JUNE 2016

Present: Mrs Lord, Mrs Robinson, Mr Noon, Miss Beattie, Mr Cannon & Mr Fulat (arrived 9.20am)

Apologies: Mr Elliot & Cllr Yusuf Jan Virmani (contacted the school at 9:16am)

In Attendance: Miss Bretherton

Minute No.	Item	Action
1	<p>Apologies For Absence</p> <p>Mr Elliot and Cllr Yusuf Jan Virmani (contacted the school at 9:16am)</p>	
2	<p>Declaration Of Pecuniary Interests</p> <p>None declared.</p>	
3	<p>Minutes Of Last Meeting – Matters Arising</p> <p>VB had mentioned that physical and sexual abuse cases had kept her busy due to an increase in cases. AR asked CL if this was still the case? CL – There are cases still ongoing but due to confidentiality that was all she could say.</p> <p>DBS Checks – The school renews DBS/CRB every three years. RB keep the SCR on her computer. A print out of the SCR will be sent to the FGB for signing by IU. It was agreed to have DBS checks on the agenda at every meeting. CL also informed the Committee that staff are now required to complete and sign staff declarations which are then kept on file. Staff are also required to bring their passports when they are new in post to prove they have the right to work in the UK, the number is logged on the CSR.</p> <p>Polling day now sorted. No elections at the school for next year</p> <p>JV requested to see the HMC association again – no further updates.</p> <p>Agreed as a true and accurate record.</p>	
4	<p>Walking Bus Risk Assessment - LN</p> <p>The Accrington Road bus was altered slightly due to the road works taking place on the main road. LN has now done a new risk assessment to further incorporate the road works again.</p>	

	The building work should be completed by September 2016.	
5	<p>Pupil Premium</p> <p>All staff are aware of which children are eligible and what strategies are place.</p> <p>When staff progress meetings are conducted the teacher have to discuss their children and what progress they are making. They receive a pro forma which is designed to review and close the gap which is a priority. They can also request anything they feel the child might need.</p> <p>Target Tracker is a new program of software the school is using. It enables staff to compare children entitled to Pupil Premium against different markers to show progress, what has been achieved and next steps. This software is not just for Pupil Premium Children. The school is currently working on spreading the data with high schools.</p>	
6	<p>Casserly's</p> <p>The school came away from Capita Property Services as we weren't satisfied with the service provided.</p> <p>The Committee were given a presentation by LN on the school's Casserly portal.</p> <p>CL and LN met with three different property companies and chose Casserly on their value for money and the standard of service.</p> <p>In twelve months time the school should have made savings.</p>	
7	<p>Video Of Amina Hall</p> <p>IU and AR took a video of 'Amina Hall' due to the extent of the repairs needed to the building. The committee were shown the video.</p> <p>The video showed cracks on the building, broken drain pipes (which makes the pavements very icy in winter), broken glass and holes in the brick work.</p> <p>The building attracts youths who are smoking drugs around the back of the building.</p> <p>The owner agreed to tidy up the building once the trees on school grounds had been cut. The school had the trees cut over twelve months ago.</p>	

	<p>Due to the proximity to the school the committee will be contacting Trading Standards due to the Health & Safety concerns.</p> <p>AR to send video to Cllr Sidat.</p> <p>AR to ask DS to video the sign on the building.</p>	<p>AR</p> <p>AR</p>
8	<p>Public Liability</p> <p>The school has its own public liability.</p> <p>Any outside agencies brought in such as drama club or dodge ball have to provide a copy of their public liability insurance which is kept on file in the school office</p>	
9	<p>Insurance</p> <p>The mini bus is insured on a separate insurance to the main building. It is not insured to let anyone drive other than school staff. Staff also need to have passed their MIDAS test.</p>	
10	<p>A.O.B.</p> <p>SC and LN are still doing their walkabouts around school ensuring the school is secure and tidy.</p> <p>Governors are now required to keep their CRB / DBS up to date. IU will contact JV today and if the school has not heard from him by this Friday it was agreed by the committee that he will have to be suspended.</p> <p>RB to contact the diocese to try and obtain Fthr Martin's crb/dbs.</p> <p>CL invited the committee to take a tour around the school.</p>	<p>RB</p> <p>CL</p>