

St Thomas' C.E. Primary School

*Premises Committee Meeting*

10<sup>th</sup> Nov 2015

Present: Mrs Carolyn Lord

Mr Fulat

Mrs Manzoor

Mr Cannon

Mr L Noon

Miss Beattie

Miss Robinson

Fthr Martin – arrived 10:05am

Apologies: Vicki Batram & Ilham Umer

Minute No.	Text/Issue	Action
1	<u>Apologies For Absence</u> <ul style="list-style-type: none"><li>• Ilham Umer and Vicki Bartram</li></ul>	
2	<u>Declaration Of Pecuniary Interest</u> <ul style="list-style-type: none"><li>• CL explained what a pecuniary interest is to those Governors who are new to the committee.</li></ul>	

	<ul style="list-style-type: none"> <li>• None Declared.</li> </ul>	
3	<p><b><u>Minutes Of Last Meeting – Matters Arising</u></b></p> <ul style="list-style-type: none"> <li>• Tour of garden.</li> <li>• Communications to the neighbourhood co-ordinator is still ongoing, AR to keep everyone informed – AR.</li> <li>• The mini bus has been ordered. Delivery time is estimated at about Christmas.</li> <li>• Emma Jackson, gardener is still attending school although not every week.</li> <li>• Pest control – In last week, sightings have diminished.</li> <li>• Governors need to submit copies of their certificates from the prevent training.</li> </ul>	<p>AR</p> <p>CL</p> <p>CL</p> <p>CL</p> <p>ALL</p>
4	<p><b><u>Safety – Vicky Bartram</u></b></p> <ul style="list-style-type: none"> <li>• No presentation due to the absence of Vicki Bartram. To be rescheduled for the next committee meeting.</li> </ul>	
5	<p><b><u>Gates – Bins Collection</u></b></p> <ul style="list-style-type: none"> <li>• LN – The waste bins get collected on a Monday. The gates are still left open but are now closed to due to safeguarding issses. LN came to an agreement with BWDBC to open the gates when they arrive and not to drive off they are not yet closing them when they drive off.</li> <li>• The metal blue fence at the back of school has been replaced with a more substantial replacement. There is alot congestion in that corner. It was agreed to open the double gates at the end of day to help elevate this. The danger of opening the double gates is that it encourages people to walk into the road. One pupil with motability issues is dropped off at the back but LN would like the parent to do the drop off at the front. LN to speak to parent.</li> <li>• Traffic congestion is better at the back but there is still room for improvement. CL &amp; AR have been going out to take photo's of any cars illegally parked and AR is sending them</li> </ul>	<p>LN</p>

	<p>to Cllr Brookfield with the hope that she will help get a pavement built at the back of school. CL showed the governors some of the photographs that they had taken.</p> <ul style="list-style-type: none"> <li>• CL and AR would also like bollards to stop cars driving over the grass</li> </ul>	CL & AR
6	<p><u>Behaviour Policy</u></p> <ul style="list-style-type: none"> <li>• LN currently updating the Behaviour Policy.</li> <li>• The new policy includes screening and searching pupils for objects, reasonable force, disciplining beyond the school gate and pastoral care for staff accused of misconduct.</li> <li>• The previous policy didn't meet with what Ofsted and the DFE require. It still includes all the statutory expectations of pupils, staff and parents. The policy currently stands at fourteen pages long. Bullying has been included to save having two policies.</li> <li>• LN happy to chat to any governors about the Behaviour Policy which will be ready for the next Governors meeting.</li> <li>• The school is about to embark on a new regime on behaviour management using a programme called 'Team Teach', which helps tackle the extremes of behaviour using diffusion as a whole school approach.</li> </ul>	LN
7	<p><u>Road Safety</u></p> <ul style="list-style-type: none"> <li>• Covered in point 5.</li> </ul>	
8	<p><u>Monday Morning Walk Round</u></p> <ul style="list-style-type: none"> <li>• LN – This is new regime LN's started.</li> <li>• SC, AR and LN walk around the perimeter every Monday morning and check the grounds. Security has been tightened up around the woodland area with the addition of new fencing and an extra cctv camera now in place. Rubbish still an issue and berries coming through the fence from the outside.</li> <li>• The walk around picks up any defects and wear and tear.</li> <li>• Everybody is welcomed to join them they leave at 8:55am.</li> <li>• The palisade fencing has quite a big gap at the bottom and</li> </ul>	CL

	<p>children are crawling under at night. Fencing company are coming out to put a bar on.</p>	LN
9	<p><b><u>Mini Bus – Trained Drivers</u></b></p> <ul style="list-style-type: none"> <li>• CL – In order to drive a mini bus you have to have certain letters on your driving license.</li> <li>• The LEA run a MIDAS course which consists of a theory a session and a practical lesson.</li> <li>• Twelve people took part and one failed.</li> <li>• Certificates arrived yesterday.</li> <li>• CL has got some insurance quotes for the mini bus.</li> </ul>	CL
10	<p><b><u>Road Works</u></b></p> <ul style="list-style-type: none"> <li>• CL - Meets with contractors undertaking the work on Accrington Road every month. At the last meeting they were hoping to close Newton street, the road is still open at present. Next meeting will be next week. When CL finds out that the road will be shut she will inform the parents.</li> <li>• The narrowing of the road at the end of Newton was a mistake.</li> <li>• Traffic is horrific.</li> <li>• Extra traffic lights going in.</li> <li>• A lot of car users are now using Audley range.</li> <li>• There has been one or two incidents. In one incident a pupil was hit by taxi outside PK Foods.</li> <li>• BWDBC will not supply a Lolly Pop Lady. The school is going raise the pupils awareness of traffic. This has already been done through schemes like Bike ability.</li> </ul>	
11	<p><b><u>Terms Of Reference</u></b></p> <ul style="list-style-type: none"> <li>• Terms of reference outline what the committee is about. Terms of reference were agreed by the committee with no changes.</li> </ul>	
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	<p><b>AOB</b></p> <ul style="list-style-type: none"><li>• CL - Cleaning contract, the school currently uses Bulloughs.</li><li>• The current company clean a number of schools across the authority.</li><li>• There are some issues with school starting to look a little bit grubby. No attention to detail.</li><li>• Three cleaners covering 37 hours, 12.5 hours each after school. Two regular and one vacancy currently covered by a temp.</li><li>• No support for employees.</li><li>• Another company have given CL a quote £23,500 for a 12 month contract 8% more than Bulloughs but Bulloughs currently don't pay the living wage.</li><li>• Bulloughs do provide cleaning materials but cleaners don't use them.</li><li>• The new company map school.</li><li>• Current cleaners seem to have a lot of time off to go on holiday.</li><li>• The two Bulloughs staff will be moved across to the new company and will be monitored and trained. The company is called Gemini Cleaning Company they are based at the Enterprise centre.</li><li>• The committee agreed to offer Gemini the contract.</li><li>• The committee went on a tour of the building.</li></ul>	CL
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