

St Thomas' C.E. Primary School

Premises Committee Meeting

2 June 2015

9.30am

Present:

Mrs Carolyn Lord
 Mrs I Umer
 Mr L Noon
 Mrs A Robinson (Chair)
 Mr Virmani
 Father Martin
 Mr Cannon

In attendance:

Mrs Rostron (Minutes)

Minute No.	Text/Issue	Action
1	<u>Apologies For Absence</u> <ul style="list-style-type: none"> • No Apologies 	
2	<u>Declaration Of Pecuniary Interest</u> <ul style="list-style-type: none"> • None declared. 	
3	<u>Minutes of last meeting and matters arising</u> <ul style="list-style-type: none"> • Agreed and nothing to discuss. 	
4	<u>Tour of the Garden</u> <ul style="list-style-type: none"> • Top end of garden has extra paving for the safety of the children • Beds have been preserved and each year group has a patch which they take care of and label up themselves. Reception patch has a Bug Hotel and a Mud Kitchen. There is an upturned basin as a reaction to an accident that happened. • Chicken Coop is developing the Governors heard Henrietta laying an egg. Eggs are used in the kitchen. • Greenhouse is full of produce which will require planting into the garden. • The horseshoe bench has been re-rendered and the wood has been replaced with plastic benches. • Pergola has been retreated with plant boxes placed around to that the growth will provide shade. A bench is on order for the pergola. • Nursery end- sleepers have been placed against the fence to prevent the soil coming out, the beds will be weeded by the children. • Children's artwork is displayed on fences all around the garden. • The weather station in the garden can be accessed remotely around the classrooms for children to accessing during science lessons. • Along St Clements Street there are single yellow lines with no waiting and hashes on the pavements for no loading/unloading. AR said needs to be a sign to explain these lines. CL will send out a letter to parents explaining these yellow lines. 	CL

	<ul style="list-style-type: none"> School boards are left out on St Clements Street all day. Anderson shelter is still up for access during History lessons. Floor plan of garden on one of the fences for everyone to get to know the garden layout. A Fire Pit is on order for in the Woodland area. Outdoor area has been developed extensively as was set out in the School Development Plan to allow for outdoor provision in the curriculum. AR had a phone call from the Neighbourhood Co-ordinator for the area who said the Council will fit bollards on St Clements Street, AR will keep informed. 	AR
5	<p><u>Mini Bus</u></p> <ul style="list-style-type: none"> CL would like the Governors to consider the purchase of a school mini bus. Would prefer to purchase rather than lease but have no costings yet. Would consider a second hand mini bus. Discussed a 12-15 seater sized mini bus. DD is currently investigating costs and LN has passed grant information to him. Also running costs need to be considered LN to investigate. The weight of the mini bus would also need to be considered so that staff can drive on their current licence with Midas Training. Midas Training could be provided within school for all staff required to drive. IU could arrange this. BCHS have one which St Thomas' has used previously but this needs to be booked in advance and preference is given to BCHS. Will lessen the times that external sport activities rely on staff to transport which has safe guarding issues for staff for insurance. Costs currently for local transportation via taxi mini bus are £60 approximately. Trip to Manchester for Boccia proved very expensive. Possibility of making wheelchair accessible which is the purchase of a simple gadget but would lose 3 seats. DD would use through the holidays when running various activities for both pupils and adults. Use of the mini bus could be opened up to allow use by the Church or wider community. Need to look at impact on insurance. LN to investigate. This would be discretionary. LN stated would be useful for sport activities which are becoming more frequent. Governors in agreement to investigate further. LN to get idea of cost (including garaging and security) and any funding available and bring information into the Governors Finance meeting. 	DD/LN IU LN LN
6	<p><u>Emma</u></p> <ul style="list-style-type: none"> This person is working towards developing the garden. Currently works one day per week at £150 per day. Deals with preparation and crop rotation, maintaining garden, works well with the children and has a current DBS. Possibility of coming in to look after the garden during school holidays as previously the garden lost produce due to school closure. Days can be increased if required. Currently costs £5700 per year, would be £7800 to include holiday cover. JV suggested gaining other quotes from local gardeners to compare. CL suggested ground maintenance but not sure they would work well with the children. Would require to be DBS cleared and able to work with children with relevant knowledge. 	CL
7	<p><u>Pest Control</u></p> <ul style="list-style-type: none"> Rats seem to have moved due to being disturbed by the road works and have relocated within the school grounds. Pest Control come fortnightly to put out bait boxes, whilst within school they saw a number of rats go into Amina Hall's cellar. There found 5 rat tunnels and confirmed that the bait is being eaten. Governors suggested baiting drains. Also discussed Rats been seen going into the chicken coop, the netting has now been doubled and offset to prevent their access. A device can be purchased for £50 which emits a frequency which rats don't like, CL to look into this and check if it can be used outdoors (purchase 2). Also affects ants, AR said would bring into school something similar but for only for ants to use in the Staff Room. 	CL AR

	<ul style="list-style-type: none"> Amina Hall manager complained that overhanging branches from School are damaging the property, CL agreed that if he clears the rubbish on his land along the wall then school would cut back the branches. This has been done but no rubbish has been removed. Also homeless people currently sleep along the ginnel they have moved from the trees and bushes which have been removed for the road works. 	
8	<p><u>Traffic</u></p> <ul style="list-style-type: none"> CL holds a monthly meeting with the Road Work people who confirm all works/temporary traffic lights/road closures and dates, they do email between meetings of any additional information. CL then writes to parents to inform of all changes. 20 June Newton Street will be closed for 1-2 weeks. Burnley Road/Accrington Road will have 3 way traffic lights and cause major impact. Walking Bus has been re-routed. End date to the road works has moved further away due to unknown problems the workers have come across therefore the end date currently will be Jan/Feb 2016. 	
9	<p><u>Prevent Training</u></p> <ul style="list-style-type: none"> Prevent Training is anti-radicalisation training that all school staff are required to do. CL recommends that all Governors complete this on-line which takes up to 30 minutes and requires reading information then selecting answers and at the end a certificate can be printed. This is required for Ofsted. The link is http://course.ncalt.com/Channel_General_Awareness 	ALL
10	<p><u>A.O.B.</u></p> <p><u>New guidance from Ofsted requiring Safeguarding</u></p> <ul style="list-style-type: none"> New Ofsted guidance for Safeguarding and what they are looking for. All Staff and Governors involved with Recruitment have to have completed the on-line Safer Recruitment Training – this is mainly for checking rather than doing. This can be found via the above link. Those Governors involved short listing and interviewing (for the current Teacher vacancies) will need to have completed this on-line by Thursday for the Staffing and Finance committee meeting. If required this could be arranged to be completed within school. CL and DS have already completed. On completion a certificate can be printed. <p><u>Ramadhan</u></p> <ul style="list-style-type: none"> A letter was sent home to parents regarding fasting. AR said was a well worded letter to cover a sensitive issue. It stated that the school had decided not to support children fasting but is happy to promote spiritual awareness during the month and will also, where possible, accommodate any appropriate wishes from parents and would be promoted through collective worship. IU spoke to a local GP about the effects this would have on children, who stated that Primary school age children have a higher metabolism and this can cause dehydration and fatigue. 	ALL