

Minutes of the Grangewood School Local Advisory Board Meeting
 Held at Grangewood School, Fore Street, Eastcote, Pinner HA5 2JQ
 on 4th July 2019 starting at 4:00pm

Present:

Claire Stibbon	CS	LAB member & Co-chair
David Hiles	DH	LAB member
John Marr	JM	LAB member
Judith Hemery	JH	Academy Member & LAB member
Lindsey Gregory	LG	LAB member
Rebecca Murphy	RMu	LAB member
Tansy Heymer	TH	LAB member
<i>Also attending</i>		
Keith Holroyd	KJH	Governance & Policy Officer; Clerk

Apologies:

Jem Shuttleworth	JS	LAB member & Co-chair
Liz Edwards ¹	LE	Head of School
Rohina Mistry	RMi	LAB member

¹ Attended the LAB engagement event prior to the meeting.

The formal meeting had been preceded by an afternoon of LAB engagement activities including a discussion on teaching and learning at Grangewood, classroom visits and a chance to meet with staff to celebrate the school's success this year.

Prior to the meeting John Ayres, the Trust's Director for Academy Development, thanked JM for his long-standing contribution to Grangewood School and subsequently the Trust, firstly as Governor and latterly as a member of both the Grangewood LAB and the Trust's Finance Committee. CS made a presentation to JM on behalf of the school.

Item Ref.	Discussions and Decisions	Action
33/2018-19	Welcome, introductions and apologies Apologies had been received from JS, LE and RMi.	
34/2018-19	Declarations of Interest None for this meeting.	

Item Ref.	Discussions and Decisions	Action
35/2018-19	Minutes and actions from the last meeting The minutes from the meeting on 7th May 2019 were agreed. Subject to adding the word "concerns" into the penultimate sentence in item 32(b). Ref. 25: RMI's induction needs to be completed. Ref. 27(22): DH updated members on progress with contacting local organisations and possible donations. All other actions had been completed or are in hand.	KJH
36/2018-19	Head of School update LE had shared a summary of the school's successes, challenges and priorities and updated RAG assessments during the LAB engagement session earlier in the afternoon.	
37/2018-19	Taking the LAB forward and engaging with the school in 2019-20 Members discussed 2 aspects: - What do we want from the LAB next year? - What can we do to continue improving the learning environment? a) What do we want from the LAB next year? LAB members discussed various ideas including: - Ensure pictures are on the staff board and complete pen bios which would be available to staff Action: Chase up outstanding pictures and pen bios - Increase LAB members visibility to staff - Take opportunities to be in school during the day and meet staff informally - Once a term, do LAB cake & coffee in the staff room Action: Organise 'cuppa with the LAB' prior to the December LAB meeting. - Attendance at school events, e.g. sports day, Christmas events; make school calendar available to LAB members Action: Circulate the date for next year's camp with the minutes. - Linking non-staff LAB members to key stages in the school - It was suggested that RMu be linked to Early Years and KS1; need to agree linked member for KS2 - Catch up visits - Asking staff what they would like from the LAB – what can we do for them? Action: Canvass staff views - Be an impartial sounding board, utilising members skills and experience	KJH JH LG & KJH TH

Item Ref.	Discussions and Decisions	Action
	Action Add experience to bios <i>b) What can we do to continue improving the learning environment?</i> - Members stated how much they welcomed the increased brightness, stimulation, displays of children's' work, use of fabric around the school. - Further consideration could be given to the balance between access to play equipment and free space.	All members
38/2018-19	Feedback from LAB Liaison CS explained that these meetings had been developing positively. CS planned to arrange some peer review meetings for next year.	CS

Meeting closed at 5:00pm

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HA5 2JQ

Action Summary

Agenda Item x/2018-19		Action	Who
32	Minutes and actions from the last meeting	Complete RMI's induction	KJH
37	Taking the LAB forward and engaging with the school in 2019-20	Chase up outstanding pictures and pen bios	KJH
		Organise 'cuppa with the LAB' prior to the December LAB meeting	JH
		Circulate the date for next year's camp with the minutes	LG & KJH
		Canvass staff views on what they would like from the LAB	TH
		Add to bios, LAB members skills and experience which could be used to offer the school an impartial sounding board	All members
38	Feedback from LAB Liaison	Organise peer review meetings for 2019-20	CS