

THE GOVERNING BODY OF MILL LANE PRIMARY SCHOOL

Minutes of a special meeting of the Governing Body held at 3.00 pm at the School on Friday, 15 January 2016.

PRESENT

Mrs Z Thackrah (Chair), Miss C Barlow, Mrs H Farooq, Mr A Ilyas, Ms J Johnson, Mrs B Ottewell, Mrs L Warner.

In Attendance

Angela Hutchinson (Minute Clerk)

2412. APOLOGIES FOR ABSENCE, CONSENT AND DECLARATIONS OF INTEREST

Apologies for absence were received from Mrs N Chowdhury (consent). There were no declarations of Interest.

2413. NOTIFICATION OF ITEMS TO BE BROUGHT UP UNDER ANY OTHER BUSINESS

The Chair advised of 1 item of urgent business.

2414. TO APPROVE THE APPOINTMENT OF A NEW DEPUTY HEAD TEACHER

The Chair welcomed Governors to the meeting and thanked them for their attendance.

An outline was given of the work undertaken by the Selection Panel during the process to recruit a new Deputy Head Teacher.

3 applications had been received but only 1 fully met the criteria, so only 1 candidate was shortlisted for interview. The candidate had successfully completed a previously unseen Safeguarding task and prepared and delivered a presentation. She had given full and knowledgeable responses to questions at interview. Panel members were pleased to recommend Alison Eddings be offered the post of Deputy Head Teacher with immediate effect.

Governors were pleased to accept the recommendation and agreed that there had been a full and fair selection process which had been thorough despite only having 1 suitable candidate.

RESOLVED: That Alison Eddings be offered the post of Deputy Head Teacher with immediate effect.

At this point, the Chair left the meeting to telephone Miss Eddings.

Governors discussed the stability of senior staff within school following Miss Eddings appointment and the benefits that this would bring to the whole school community.

Mrs Thackrah returned to the meeting and advised that Miss Eddings was very pleased to accept the post.

2415. ANY OTHER BUSINESS

The Chair advised that a complaint had been received from a parent regarding the Head Teacher. It was now necessary to form a Complaints Committee.

Governors were reminded that it had been agreed at the Annual Meeting held on 17 September 2015 that if a Complaints Committee was required, it would be drawn from eligible governors. This was discussed.

RESOLVED: That a Complaints Committee be formed with the following members;

Louise Warner
Hava Farooq
Jolene Johnson
With Amir Ilyas as reserve if required.

2416. AGENDA, MINUTES AND RELATED PAPERS – SCHOOL COPY

RESOLVED: That no part of these minutes, agenda or related papers be excluded from the copy to be made available at the school, in accordance with the Freedom of Information Act.