

ST BARTHOLOMEW'S SCHOOL
MINUTES OF THE MEETING OF THE JCC
Monday 21 June 2010, 5.30pm at Digby Croft

Present:	Ian Campbell Christina Haddrell Glyn Evans David James Judith Thomas Rex Wearn	Chair of Governors Head Teacher NUT Staff Governor Support Staff LA Governor Clerk
In attendance:	Sharon Glover	

		ACTION
01	<p><u>Apologies</u> Apologies were received and accepted from Miss Launchbury and Mr Ward.</p>	
02	<p><u>Minutes of the last meeting</u> The minutes of the last meeting held on 1 March 2010 were approved and signed as a true record.</p>	
03	<p><u>Matters Arising</u></p> <p>4. Email policy and communication: training for teaching staff will take place at the beginning of July.</p> <p>5. Evacuation procedure: a successful evacuation took place after the Easter break; this term's evacuation has yet to take place. The LT and the Health and Safety Committee are planning for procedures for both September and November; staff and students will be briefed once complete.</p> <p>The question was raised as to whether the Fire Brigade still give advice on evacuation procedures. Unfortunately, this is no longer the case.</p> <p>In response to questions about an induction programme which will include evacuation in the new building, Mrs Haddrell advised that the LT started work on this issue at their recent conference and this will be finalised early in the autumn term. The school feel very well supported by Ian Peddie, who has huge expertise in this area and who has joined the Health and Safety Committee. Discussion has already taken place with staff from science and D&T, where risk assessments are the most detailed, at the Health and Safety Committee. As part of the move to the new site, all faculties will be required to update risk assessments. The final procedures for the new site will be shared with parents, students and staff. In the new building, evacuations will be possible from specific blocks, rather than the whole school.</p>	
04	<p><u>Issues from Common Room meeting</u></p> <p>a) The roof damage caused by the leaks and the recent heavy rain was of concern to staff, along with the state of the building until November. The question of what state we are obliged to leave the buildings in was also raised. Mrs Haddrell reported that the roof had been repaired using felt (not lead) and costs were kept to a minimum because scaffolding had not been necessary. Governors were of the opinion that the roofing was the responsibility of West Berkshire Council; Mrs Haddrell agreed to investigate. She also advised that her understanding was that we should leave the buildings in as good a condition as possible, since there will be an</p>	CIH

	<p>insurance issue for the school whilst we are responsible for both sites.</p> <p>b) The fume cupboards were of concern to staff. This was an action item for the summer holidays but, because of concerns, was being dealt with next week, despite the additional cost.</p> <p>c) Academy status: possibilities are being investigated.</p> <p>d) A recent incident of assault against a member of staff had been dealt with very swiftly and staff expressed their gratitude for the effective way that Mrs Haddrell had dealt with it.</p>	
05	<p><u>Union Matters</u></p> <p>a) There are no representatives on the committee for the ATL or NASUWT at present. Mr Evans advised that he thought there were around 15 members of the ATL and that Mr Gray had advertised this vacancy and asked staff to consider taking on the role. To date, no-one has come forward.</p>	
06	<p><u>Ad Lucem Update</u></p> <ul style="list-style-type: none"> • Mrs Smart is currently meeting with HOFs and planning for storage. “Inside Job” has been appointed to provide strategic management and will work alongside the removal company. • Budgeting is currently taking place for furniture and fittings, etc. New tables and chairs will be provided in standard classrooms, together with chairs for the teacher units and a drawer unit for each member of staff in the work rooms. • Mr Davis is consulting with sixth formers over their area; this should be an adult area for use by both students and staff. • Mr Evans asked about car parking for part-time staff as anyone starting later could have problems parking. Mrs Haddrell confirmed that there will not be as much parking. An audit will be taken of who brings cars and confirmation of the actual number of spaces being provided will be sought. • Support staff will have the opportunity to ask questions at the support staff meeting on Wednesday. • Offers for the purchase of both Luker and Wormestall sites have been made; they are marginally above the minimum amount needed. We are currently awaiting the Government decision on affordable homes; this might not be to our advantage and could affect funding for Phase 2. • It was confirmed that that no accommodation will be available at Luker once we move out. Full vacation of the premises will be required. 	CIH
07	<p><u>AOB</u></p> <p>a) Due to retirement, this was Mr Wearn’s last JCC meeting; Mr Campbell thanked him for his help and advice over the past 12 years</p>	

The meeting closed at 6.10pm.

Date of next meeting: **to be confirmed.**

These minutes are subject to final approval by the JCC at their next meeting.

Signed Date

Chairman Distribution: Governors/Staffrooms/website