

**Minutes of the Full Governing Body Meeting
Held on Wednesday 18th September 2019 at 7.00pm**

27.1. Present: Mr R Amswych (RA), Mrs J Brazier (JB), Mr M Carter (MC) **Chair**, Mrs N Chalkley (NC), Prof. M Dower (MD), Mrs J Forster (JFo), Mr K Hales (KH), Mrs A Hawkins (AH), Ms L Humphries (LH), Ms B Millwood (BM), Ms SA Palmer (SP), Mrs P Strong (PS), Mr G Townsend (GT), Mr T Wickens (TW).

Apologies: Mr C Baker (CB), Revd. D Baldwin (DB), Mrs P Loder (PL), Mr D Solly (DS), all accepted.

Absent: None.

Attending: Mr R Barnes (RB), Mr D Withers (DW) **Associate members**, Mrs T Harley (TH) **Clerk**,
The meeting was quorate

27.2. Declaration of Beneficial Interests: None declared.

27.3. Election of Chair and Vice-chair (ballot papers, previously circulated): One nomination had been received for the post of Chair; Mark Carter and one nomination for the role of Vice-Chair; Bridget Millwood. TH asked governors if they had any questions for the candidates; MC spoke briefly on looking ahead and gave thanks. The governors had no questions and TH asked MC & BM to leave the meeting whilst the GB discussed, cast and counted the vote. *MC and BM left the meeting at 7.03pm*. TH counted the returned ballot papers and declared majority votes for MC as Chair and BM as Vice-Chair. *MC and BM returned to the meeting at 7.05pm*; and were welcomed as the new Chair and new Vice-Chair, with a term of office ending on the first meeting of the FGB in September 2020.

27.4. Items for discussion: (items proposed for information only were identified by a * on the agenda). Governors were asked if they wished to un-star any items for discussion. 27.9 SEND was requested and agreed.

27.5. Review and approval of the Minutes of the meeting held on 17th July 2019 (previously circulated): The minutes were accepted as circulated and signed as a true record by MC. Governors asked that the minutes be published in .pdf format due to display issues and all documents filed by date format YR/Mth/Day; TH agreed to the requests.

27.6. Matters arising and action list update (not covered elsewhere): Action point **26.5**; 16 of 18 governors had completed the Prevent training. **25.11c**; KH confirmed MD and RA would be invited to the Careers Hub meeting in the autumn term. A governor suggested the School newsletter be published on the school website more prominently. **26.9**; TH confirmed the move over to school email addresses and O365 was almost complete. The NGA did not have any GDPR guidance of use. All other actions completed or on the agendas, with no further matters arising.

a) **YR7 2018 19 Focus group report** (previously circulated): MD highlighted points for discussion; KH confirmed the Y7 residential was to be reviewed. The bus service issues were LA led and continued. MD and RA agreed to continue the focus group session into Y8.

27.7. School Improvement:

a) **Examination results** (GCSE raw data summary with Y11 estimates and actuals report, previously circulated): KH introduced the summary report, stating the school was disappointed with the results, although not unexpected due to the challenging year group, and that most students had moved onto FE. The governors discussed the attainment and progress 8 scores, the differences between pupil groups, narratives on individual students completing less than six GCSEs, the high level of significant medical and emotional issues and asked questions on monitoring and review of coursework subjects, initiatives in place to support English, the significant improvements in RS, re-motivation of students, and the impact of SRP students and the possible new CCN base students on outcomes. KH was confident of the new English appointments and there would be a review and moderation of all current Y10 grades. 68% of CAMHS referrals were signposted elsewhere; the school was doing all it could with earlier intervention, resilience and self-help suggested as a focus. KH explained the figures in the GCSE Estimates and actuals table, explaining they would be a tool for discussion at the exam review meetings. The governors discussed the new grading system, progress and that doing what was right for students did not always reference attainment results. **A-levels**; outcomes had been good with work needed to progress B – A grades. All but two students had confirmed places at

27.3) confirm elections

27.5) update published file formats

27.6) update action list

Actions

27.7a&b)
Standards
agenda items

3-yr plan –
Resources
agenda

27.8) update
policy for
security
cameras

27.10)
agenda items

27.11)
agenda items

27.12c)
update links,
Governance
committee
agenda item

27.12d)
Update HTPM
governors

their university of choice. The Dorset data and A-level results would be analysed in depth at the Standards committee meeting in November.

b) **School Improvement Plan 2019-22 (SIP)** (September update, previously circulated): KH introduced the plan, asked for questions and stated subject focused one-page monitoring plans would be reviewed at Standards. A governor asked for a three-year works plan, to accompany the 5-10-year Campus Plan, aligned with the budget be shared with the Resources Committee. The governors commented the SIP was thorough and would aide scrutiny and questioning.

27.8. Safeguarding (DC CP update ppt. and BS annual staff update ppt., previously circulated): DW introduced the presentations, stating the updates had been shared with all staff and fed back to students. At the schools request DC SG team would be conducting a review of the schools systems. Governors asked questions on the protocol for students when identifying strangers on site, and the new security cameras. A governor asked that the relevant policy be updated for the use and access of the cameras.

27.9. SEND (Link governor report, previously circulated): KH tabled an ASCL Spending information paper, detailing the government's spending plans and spoke of what the increases meant in actual terms; 2020/21 £5,000 per student equated to £140 extra per student, £7.1bn 2022/23 was actually £2-3bn, as the current teacher pay rises were not included in the 2019/20 funding levels, and the NFF was a long way from equalising funding across the country. The High needs funding would increase between 8-17%, but this would go to the LA and schools would still have to spend £6,000 per student to qualify and apply for the fund; a massive discrepancy for schools with a high level of SEND students. Governors asked what could be done and how best to respond and KH spoke of the reviews responded to by the school and the Schools Forum, the impact of the proposed CCN base and the need for government to alter parental choice and demand all schools share SEND students equally, otherwise no changes would happen. BS was a victim of its own success, had a great reputation for care and needed to raise its reputation for ambition. Post 16 funding was less than for GCSE students (£4,188 against £5,000) and the disparity between funding for A-level/college courses and university (£9,000) needed to be addressed to keep sixth forms viable.

27.10. Standards

a) **Agree committee priorities for the year:** The committee chair suggested more robust and challenging review of the SIP at each meeting with a drilling down on outcomes driven by results.

27.11. Resources

a) **Agree committee priorities for the year:** A governor suggested robust monitoring of expenditure against the budget and development of the Campus Plan.
b) **Premises update** (School assembly ppt. on summer works with speakers notes, previously circulated): DW introduced the report and answered questions on the drama studio lighting, canteen prices and menus, the new positive points system and behaviour code for all students.

27.12. Governance

a) **Chairs Report:** MC told governors he had attended the first School Council meeting, as the new link governor, had been invited to attend a meeting of the new Prout Bridge Youth and Community Club in Beaminster, shared images of the first 'Wall of Fame' candidates; Paul Blake, PJ Harvey, Douglas Dare and Vaughan Gething and spoke of current national issues including teachers working hours, funding, the Ofsted report on transition, disadvantaged pupils, Christian assemblies and virtual sixth forms with video conferencing.

b) **Agree committee priorities for the year:** The chair suggested governor recruitment against skills and preparing for Ofsted.

c) **Link scheme:** Changes to governor links; LH – photography, SP – Life Studies, updated list to be published. The meeting expectations and focus for the year would be discussed at the Governance committee for recommendation at the next FGB meeting.

d) **Agree committee membership** (Current commitments, previously circulated): No changes in commitments requested.

i. **2019/20 YR Focus group:** PS and MD; BM to share templates.

ii. **HTPM arrangements 2019/20 cycle:** RA, SP, BM appointed, MC to speak with CB, with one to stand down.

Actions

27.12e)
Delegation to
HT approved

BI forms
updated – to
be publish on
school
website with
attendance
data

Policy
schedule
approved

e) **Clerks Report** (report, previously circulated): A governor asked what the Open days were and if governor attendance would be useful.; KH felt it was an opportunity to meet parents and pupils. A governor encouraged other governors to attend the next NGA conference.

i. **Approve Delegation to Head for Financial and non-financial matters:** TH explained the need for the delegations to be approved annually. A governor asked if the cap of £10,000 was adequate, TH confirmed anything over this required best value and KH confirmed the sum adequate for day to day running. HT authorised to spend and make virements in budget capped to £10,000, and non-financial matters; HT authorised to make decisions on all day to day operational duties. With no further queries the governors unanimously approved financial matters to a cap of £10,000 and day to day non-financial matters as discussed be delegated to the HT.

ii. **Check and re-sign Business Interests forms** (circulated at the meeting): TH asked all governors to check, amend as necessary and re-sign the BI forms circulated. The updated information and attendance figures for last year’s GB meetings would be published on the school website as required.

iii. **Policy review and delegation schedule** – for review and approval (previously circulated): TH introduced the schedule, assured there were no issues or concerns and asked for any questions. The governors had no questions and with a show of hands unanimously approved the schedule and delegations.

27.13. Any other business: A governor asked if any students or staff were participating in the Global Strike for Climate action on 20th September. KH said that a teacher and a number of students would be showing support at lunchtime and the school council would be participating in activities over the year, but no students or staff had declared they would be striking.

There being no further business the meeting closed at 9.10pm

Dates for next meetings:

| | |
|------------|---|
| Governance | Wednesday 2 nd October at 5.30pm |
| Resources | Monday 14 th October at 3.45pm |
| Standards | Wednesday 6 th November at 4.00pm |
| Full | Wednesday 27 th November at 9.15am |

| Agenda point | Action | Owner | By when /report |
|---------------------|--|-------------------------|------------------------|
| 27.5 | Update published docs to pdf and change date format | TH | now |
| 27.6 | All governors complete Prevent training and forward certificates to TH | All untrained governors | Asap |
| | Publish School newsletter on website | NC | Asap |
| | Review questionnaire results and determine next self-review | Governance | 2/10/19 |
| | Assist with Careers Hub meetings | MD, RA, KH | Asap |
| 27.7/10 | Standards agenda items | TH | 6/11/19 |
| 27.7/11 | Resources agenda item – 3 yr plan | TH | 14/10/19 |
| 27.8 | Update relevant policies on security cameras | DW | Asap |
| 27.12 | Update gov. links, Governance agenda items | TH | 2/10/19 |
| 27.12d | Update HTPM gov's | TH | Asap |
| 27.12e | Delegations to HT approved | TH | completed |
| | Update website with BI and attendance data | TH | Asap |