

**Minutes of the Full Governing Body Meeting
Held on Wednesday 28th November 2018, 9.30am**

22.1. Present: Mr R Amswych (RA), Mr C Baker (CB), Mrs J Brazier (JB), Rev'd D Baldwin (DB), Mr M Carter (MC) **Chair**, Mrs N Chalkley (NC), Mrs J Forster (JFo), Mr K Hales (KH), Mrs A Hawkins (AH), Ms L Humphries (LH), Ms SA Palmer (SP), Mr D Solly (DS), Mrs P Strong (PS), Mr G Townsend (GT), Mr T Wickens (TW).

Apologies: Mrs P Loder (PL), Ms B Millwood (BM), Mr D Webb (DW), all accepted.

Absent: None.

Attending: Mr R Barnes (RB), Mr D Withers (DWi) **Associate members**, Mrs T Harley (TH) **Clerk**, Mrs F Jarrett (FJ) **SiP from 9.30 – 9.40am only**, Mr I Randall (IR) **Head of Pastoral Care from 9.50 – 10.10am only**

The meeting was quorate

22.6a. School Improvement Partner (SiP) Report: FJ was introduced and spoke of the external review work and meetings she had attended during the last year, including meeting with Heads of Department for subject reviews, the pastoral and academic teams on working together with an outcomes focus, learning walks with the Heads of year of the lower school looking at behaviours and attitudes and how to improve quality of teaching and upskilling, and meeting with KH to question and discuss data, budgets, staffing, recruitment and retention. Significant improvements had been made on the GCSE outcomes, with a + P8 score expected target for next year. Student Voice; With curriculum and quality of teaching the focus, overall, students were overwhelmingly positive about their experience at school. They were engaged learners, the ethos was moving away from passive learning and becoming active and involved with a variety of teaching styles and high expectations, as indicated by the rising outcomes and teaching staff responding to active learning. The governors had no questions and thanked FJ for her report. *FJ left the meeting at 9.40am*

22.2. Declaration of Beneficial Interests: None declared.

22.3. 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. None requested.

22.4. Review and approval of the Minutes of the meeting held on 19th September 2018 (previously circulated): The minutes were accepted as circulated, and signed as a true record by MC.

22.5. Matters arising and action list update (not covered elsewhere): Action point **21.7**; AH had made offer of support to KD, and had attended the Y10 open evening and had given feedback to KH. Values; these had been published; Ambition, Service, Kindness and shared with students at assembly. A parent survey had been conducted during Academic Monitoring Day. The papers would be circulated to all governors. Governor attendance at school events would continue to be advertised through the Clerks Report. Commemorative tree planting; SP had given her thanks for the ceremony and MC thanked those who had attended. Inspirational lectures; to be picked up, MC spoke of a possible speaker, Paul Blake and KH spoke of the recent positive 'Speakers for Schools' motivational lecture for the students. GT offered to speak on personal specialist subjects and was advised to contact the Head of Sixth form. The Key subscription; governors were asked to sign up for the free sessions and share documents and articles of interest, to be coordinated by the clerk. **21.12bii**; New Y7 focus group; to still be established. All other actions completed or on the agenda. *IR entered the meeting at 9.50am*

22.6. School Improvement:

a) *Discussed above,*

b) **Head of Pastoral Care Report:** IR introduced himself and spoke of the key aspects of his role, including day to day management of and weekly meetings with the SSGC and Year Heads, Multi agency meetings, liaison with SLT, SEN, PP interviews and responsibility of new students, attendance and end of Y11 celebrations. The current challenges were primarily **time**, with diminishing support from external agencies, large numbers of students presenting complex mental health needs, but being let down by the support services and a small number (3) of students not engaging or receiving any education. Current priorities included reducing time

22.5) Values
to GB

Inspirational
Lectures – DS,
CB, MC

Speaking with
6th form – GT

Subscribe for
free to The
Key & share –
GB

New Y7 Focus
Group – RA,
CB, NC, BM

Actions

pressure and staff commitments, raising opportunities for information sharing, training, raising attendance, reinstating the meeting room in the SSGC and increasing ELSA support. Governors asked a number of questions on attendance, safeguarding issues, training, counselling opportunities and time management and thanked IR for his time. IR tabled a summary report (attached). *IR left the meeting at 10.10am.*

c) **Current Actions & Targets** (Examination review report, previously circulated): KH thanked governors for attending the examination review meetings, (all available to read on the Governors Share Point), confirmed non EBACC subjects course work was a main focus for Y11 and asked for any questions. The governors felt the reviews were comprehension and clear and had no further questions.

d) **Pupil Premium attainment 2017/18 and Strategy Report 2018/19 for approval:** (Reports previously circulated): KH introduced the attainment report for publication explaining the spending summary had been reviewed at Resources and had been published on the school website. Governors asked questions and KH confirmed all PP students were given a nominal £200, to improve outcomes, devolved down to Year Head level. PP did not extend to the sixth form, but students could access the bursary, which had three windows of application per year and was based on household income. The high costs of text books and school trips, and the increased expectation on parents to cover these costs was concerning and it was asked that the spending of the bursary funds be reviewed by the Sixth Form link governor and that the bursary and Frances Tucker awards be more prominently publicised. The Strategy Report had not been circulated and was deferred to the next Standards Committee meeting.

e) **Special Resource Provision – update:** KH explained that the LA did not have enough funds for the Higher Needs budget and HT's had voted against transferring main school budget funds to Higher Needs, as it was felt the government needed to see the real issues affecting schools. The SRP was being reviewed by the LA, to consider the type of provision it was, and going forwards. BS has a large spread of student need, and was felt to be over subscribed. One option being considered was a complex communication need base, with reduced numbers and access to mainstream lessons as appropriate. The main concerns were the effect on learning in the classroom for all students and the need to be reassured that the LA would provide appropriate provision for all students. The governors discussed a number of individual cases where students were not accessing the most appropriate education due to over subscription, parental choice and funding issues.

22.7. * Safeguarding: No issues or concerns reported.

22.8. Standards

a) *** Minutes of meeting 7th November 2018** (previously circulated): accepted.

b) **SIAMS update:** KH confirmed, following a meeting with the DIOCESE schools' inspector and the Foundation governors, the school would take part in a SIAMS inspection. DB had researched the history of the schools' religious foundation and confirmed that in 1992, the school governors, and 14 other schools in the country had decided to become Christian designation schools, rather than VA or VC, to allow the school to maintain its individual character. Governors discussed the Christian ethos, the inclusive and secular character of the school, the benefits of being inspected, inspection criteria, and parental preference and agreed with the school's decision.

22.9. Resources

a) *** Minutes of meeting 8th October 2018** (previously circulated): accepted.

22.10. Governance

a) **Chairs Report:** MC told governors that the Children's Commissioner had spoken of the need for substantial additional funding and stated statistics. Ian Gillan had agreed to formally open the Music Suite, to be named the Frances Tucker Music Suite, and he would be interviewed by Wessex FM. A governor questioned the naming of the suite and KH explained that although FT had funded many projects in the school, she was not formally recognised anywhere, and had therefore felt appropriate. No other suggestions had been made. JFo asked if students could interview Ian Gillan, as part of the new student news report and MC agreed to coordinate this with JF. A pupil had completed and won a place on the Youth Bobsleigh squad, and if all went well would be representing GB in the 2020 Youth Olympics.

*22.6d) Review
6th form
bursary fund
- BM*

*Publicise
bursary and
FFT awards
on website &
through PM*

*Circulate
strategy
report*

*22.8b)
decision on
SIAMS agreed*

*22.10a) Liaise
on student
participation
in opening of
music suite -
Jfo & MC*

Actions

22.10b)

Update Co-opted Governors ToO,

arrange new governor interview

c) Sort Section 128 clearance

d) JB – GDPR governor

22.11) assist in interview - GT

- b) **Minutes of meeting 3rd October 2018** (previously circulated): accepted.
- i. **Confirm recommendation on Multi Academy Trusts (MAT's), following meeting with Chair of the Minerva Learning Trust (MLT):** MC had felt a duty to look at the opportunity to Join the MLT again, as they had asked to present themselves, but following the meeting with the Governance Committee, the committee unanimously agreed there was no advantage to join any MAT and recommended remaining a maintained school for the foreseeable present. With a show of hands this was unanimously agreed by the FGB.
 - ii. **Recommend approval of re-appointment of Co-opted governors, terms ending 31/12/18:** JB, DS & NC left the meeting at 10.57am. MC recommended that JB, NC, BM and DS each be re-appointed as Co-opted governors for a term of 4 years. Governors had no questions and unanimously approved the appointments. JB, NC & DS returned to the meeting at 11.00am, and informed of the outcome. TH confirmed one application for the one vacancy had been received and an interview and recommendation would be made for the next FGB meeting. A governor asked what would happen if the candidate was not suitable and TH confirmed the vacancy would be re-opened, if this was the case.
 - iii. **Confirm recommendation that constitution and committee structure remain unchanged:** accepted.
 - iv. **Confirm recommendation on governor resources and subscriptions:** discussed at item 22.5.
- c) **Clerks Report** (previously circulated): TH highlighted that governors details would be shared with DCC for Section 128 clearance, a requirement of KCSiE.
- d) **Link Scheme:**
- i. **Governor with special responsibility for GDPR:** TH asked for a volunteer, for this new statutory requirement, to work with the schools Data Protection Officer, yet to be appointed: JB volunteered to take the role forwards.
 - ii. *** Link Report** (five, previously circulated): accepted.
- 22.11. Any other business:** NC highlighted that the support staff involvement in the recent whole school training session had been very good. KH asked for a governor to assist in a trial Oxford University interview on 29th November at 4pm; GT volunteered.

There being no further business the meeting closed at 11.10am.

Dates for next meetings:

Governance	Monday 28 th January 2019 at 6.00pm
Resources	Monday 10 th December 2018 at 3.45pm
Standards	Wednesday 16 th January 2019 at 4.30pm
Full	Wednesday 6 th February 2019 at 7.00pm

Agenda point	Action	Owner	By when /report
22.5	Share Values papers with GB	DWi	Now
	Take Inspirational Lectures forward	CB MC DS	Now
	Speak with 6 th form on specialist subjects	GT	Now
	Subscribe and share The Key resources	GB	Now
	Take new Y7 focus group forwards	RA CB NC BM	Now
22.6d	Review 6 th form bursary spend	BM	Now
	Publicise bursary and FTT awards prominently on website and through Parentmail	NC	Ongoing
	Circulate Strategy Report – review at Standards	TH	Now
22.8b	SIAMS inspection – agreed	GB	
22.10a	Liaise on student participation in opening of music suite	JFo MC	Now
22.10b	Update re-appointed governors terms of office	TH	Now
22.10c	Arrange Section 128 clearance of GB	TH	Now
22.10d	JB appointed GDPR governor	JB	
22.11	Assist in interview	GT	29/11/18