

Beaminster School
Minutes of the Full Governing Body meeting held on
Wednesday 15th June 2023, 4.00pm

Governors (14):	R Amswych (RA), D Baldwin (DB), N Chalkley (NC), P Fleming (PF), H Harding (HH), T Harris (TH), B Millwood (BM) Chair , G Montague (GM), S A Palmer (SAP) Vice-Chair , K Patten (KP), C Shead-Jones (CSJ), E Smith (ES), R Tanner (RT).
In Attendance:	D Withers (DW) Associate member , R Barnes (RB) Associate member , T Harley (TJH) Clerk , M Simms (MS) Guest , J Brazier (JB) Guest .

Item	Detail	Actions
56.1.	<p>Welcome & Apologies: Apologies: K Hales (KH) Headteacher, D Solly (DS), all accepted. Absent: A Monks (AM). The meeting was quorate.</p>	
56.2.	<p>Declaration of Beneficial Interest: None.</p>	
56.9.	<p>B&NGSF BM updated governors on the background and history of the B&NGSF and the reason JB was appointed to support the trust with changes to the Trust Deed, Scheme and Land Registry. JB updated governors and asked for questions NOTING:</p> <ul style="list-style-type: none"> • The Land was vested to the GB in 2011, but before then it had belonged to the Trust. • All governors were currently also trustees of the B&NGSF, with separate and significant obligations. • JB opinion was that the land should be transferred back to the Trust in the interest of the Trusts beneficiaries, and she could see no justification for leaving it with the GB. • If the school converted to an academy, the GB would cease to exist and if the land remained with the GB, it would transfer to the LA and be leased to the Academy Trust. If the land was held by the B&NGSF it would remain in the control of the Trust and be leased separately to any Academy Trust. • JB confirmed the transfer was a simple straight forward legal document. <p>With a show of hands, the governors unanimously agreed for the land to be transferred from the GB to the Trust.</p> <ul style="list-style-type: none"> • Separating the GB and Trust, changing the Trust Deed and Constitution with the Charity Commission (CC): • GQ: Were there any pitfalls in a separation? JB confirmed the CC were happy with the proposed changes to the Constitution and through discussion governors felt the changes would protect the uniqueness, history, assets and future of the Trust. • Governors discussed the make up of proposed new constitutions, ensuring Governor and school connections and agreed a WG (JB, RT, RA, BM, TH) would bring a proposal to the GB/Trustees for review at the July FGB meeting. <p>With a show of hands, the governors unanimously agreed in principle to separate the B&NGSF from the GB of BS and change the Constitution and Scheme to reflect this with the CC. With no further questions Governors thanked JB for her input. <i>JB left the meeting at 4.30pm</i></p>	<p>JB transfer land to Trust</p> <p>WG meet to form proposal paper for July FGB</p>
56.3.	<p>Minutes of the meeting held on 10th May 2023 (non-confidential minutes, previously circulated):</p> <ul style="list-style-type: none"> • The governors APPROVED the non-confidential minutes, as a true and accurate record and for them to be published on the school website. They were signed by BM. 	<p>TJH/NC – publish minutes</p>

56.4.	<p>Matters arising and action list update from the minutes: The governors reviewed the minutes and actions NOTING:</p> <ul style="list-style-type: none"> • 55.6: Meeting with Richard Howells – date to be set • 55.9: Exclusions training – two governors confirmed they would attend the course. • AM – no apologies received; BM agreed to contact. • All other actions were either completed, in hand or on the agenda and there were no other matters arising. <p>MS introduced himself; a prospective Co-opted Governor, a parent of a Y8 student and teacher at an independent preparatory school.</p>	<p>TJH update action list</p> <p>BM contact AM</p>
56.5.	<p>Resources Committee (draft minutes 15th May 2023, previously circulated): RA introduced the minutes NOTING:</p> <ul style="list-style-type: none"> • Two governors had attended the site tour with DW today and had agreed further specific mini site tours would be held as and when needed. • The Resources committee had scrutinized the Budgets thoroughly with KPo and KPo would attend the July FGB to further update governors on income and expenditure. 	<p>KPO attend July FGB</p>
56.6.	<p>Headteachers Report (School Improvement Plan, June update (SIP), Education Challenge Lead (ECL) reports, previously circulated): RB introduced the reports and asked for questions NOTING: School Improvement Plan:</p> <ul style="list-style-type: none"> • The 3-year plan had been colour coded Green, Amber, Red to indicate actions completed and the impact so far. • GQ: 1.1 How were gaps in student understanding being monitored? Through looking at booklets, talking to students and Responsive Teaching methods. • GQ: 1.8 Post 16 A level attainment grade B? yes, this was the average grade, which was an excellent and positive result. • GQ: 95% of teachers meet the Teachers Standards, should we be concerned about the 5%? The indicators show more than 95% reach the standards, which was the totality of all staff reaching all the standards and a support system was in place for Early Career Teachers. • GQ: 2.1 Are there any figures/targets for the student suspensions and removals and improving outcomes? Data is available and could be fleshed out but we do need to be clearer on what we want to meet. • GQ: 4.1 Are we specific enough with impact on disadvantaged pupils? It is difficult to put a % figure on these students as it is different year on year. • GQ: Persistent absence < 20%? This was the number of students below 90% attendance (equivalent to up to ½ a day a week). National data for PA was above 22%. Authorised and unauthorised data was not differentiated in national figures. • Governors commented that the SIP was an excellent document. <p>Summary of lesson observations (ECL reports):</p> <ul style="list-style-type: none"> • GQ: What are the requirements on staff on Upper Pay Scale? Teachers on UPS must evidence through the Appraisal system additional contributions to the life of the school, such as mentoring less experienced members of staff. • GQ: What T&L CPD was being used to support the learning need of SEND students? The five-a-day approach to help embed a set of teaching habits that feel manageable for the students. <p>Curriculum & assessment:</p> <ul style="list-style-type: none"> • All Departmental Improvement Plans were in place; they were live documents and reviewed constantly. • Link meetings with SLT were working well. 	

	<ul style="list-style-type: none"> • Assessment – effective use of learning strategy and adapting delivery to suit • All departments were doing summative assessments. • Next year interim steps would be built in to bring student learning to the fore. • KS3 focus – centre assessed grades linked to the Jurassic Teaching network. • National Curriculum levels ceased in 2014, but statements on what a student should be able to do was a positive thing. • Y11 students were managing very well, they were an exemplary year group, with many attending revision sessions during their Study Leave. RB asked that the staff time given for revision be acknowledged and thanked. • Y7, Y8 and Y10 end of year assessments were getting underway with a focus on formal setting to get students used to the exam environment and on reading information. Y10 would be mirroring the GCSE exams. • Options – all looking good, 66 students had taken up French, raising the EBACC to 56%. Although off the government target of 90%, it was felt the right approach for our students. 90% were taking history or geography and it was hoped language take up would rise with the introduction of Spanish in Y8 next year. • A governor asked that the fantastic job done by the exams officer be noted. 	
56.7.	<p>Safeguarding: DW updated governors on current issues NOTING:</p> <ul style="list-style-type: none"> • The KCSiE 2023 update had been released, there were no major changes and DW had produced a summary document (forwarded to TJH for circulation). • Previously the LA had been slow in releasing updated information for staff training, but the ECL had pushed this forward and training would be put in place for September. • The Safeguarding Team were fully compliant on training and DW confident all requirements and processes were in place and up to date. • GQ: Was safeguarding still an Ofsted requirement? Yes, safeguarding would remain a limiting factor, but the changes announced this month included a revised complaints procedure and re-inspections on Safeguarding would be responded to and dealt with more quickly. 	TJH circulate KCSiE summary report
56.8.	<p>Chair's report: BM updated governors on current issues NOTING:</p> <ul style="list-style-type: none"> • Ofsted – good to see the changes announced 12th June. https://www.gov.uk/government/news/changes-made-to-school-inspections • GQ: Some schools had removed their rating from their websites, should we consider this? Governors had differing views on its value and BM asked all to read up on what had been said about Ofsted and alternative models, to form a view for further discussion if necessary. • All Governors are warmly invited to attend any school event, upcoming events included Art & photographic exhibition on 21st June, Open Evening on 28th June, Y8 Graduation on 5th July and the Summer Concert on 6th July. 	<p>Read up on Ofsted changes</p> <p>Attend school events</p>
56.10.	<p>B&NGSF: RA updated governors on usual business NOTING:</p> <ul style="list-style-type: none"> • No award applications have been received since the last meeting. • From the review of the School Handbook, it was noted the Trust and Awards scheme were not mentioned in it and it was agreed information would be added to raise the trusts profile and target specific students. 	Add info on the FTT into the Handbook - NC

	<ul style="list-style-type: none"> The monies held in the CAF bond had been transferred as agreed, although unfortunately the value had dropped sharply and was worth £18,000 less than expected at the time of the sale and transfers. TJH reminded governors that the accounts for the year end March 2023 needed to be prepared and information submitted to the Charity Commission. TJH and RA agreed to prepare the submission report for FGB approval. <p><i>MS left the meeting at 5pm</i></p>	Prepare accounts and CC submission – TH/RA
56.11.	<p>Policy Review.</p> <ul style="list-style-type: none"> Policies/procedures reviewed and ready for approval: <ul style="list-style-type: none"> Home – School agreement (ES) – ES commended the statement and felt it was clear and appropriate. School Handbook (TH) – TH was commended for completing a comprehensive review and feedback and through discussion governors felt paper copies should continue to be produced to allow access for all. Thanks were given to NC, who put the handbook together every year. Hard copies of the new 2023 version were made available to the governors. School Website (SAP) – reviewed and all statutory items covered. GDPR & Data Protection (KAH) – updated as required and RT (not TH as originally stated) was the new governor with responsibility for GDPR. Equalities (KAH) – updated as required. Allegations of abuse against staff (GM) – reviewed by GM, with only minor changes since the 2018 update. GM queried powers to suspend, which was ascribed to the HT/GB. <p>All policies above were unanimously approved as reviewed by the responsible staff member and Governor.</p> <ul style="list-style-type: none"> Policies under review: <ul style="list-style-type: none"> Intimate Care (DW) 1st Aid in School (DW) Children with health needs that cannot attend school (DW) Policies due for review: <ul style="list-style-type: none"> HR - Statutory; Conduct & Grievance, and DC non-statutory models (GM) 	Update policy file & publish policies
56.12.	<p>Clerk’s Report (previously circulated): TJH introduced the report NOTING:</p> <ul style="list-style-type: none"> Governor vacancies – MS was keen to join the GB and following discussion the GB unanimously accepted to formally approve his appointment as a Co-opted governor at the next meeting. This left one vacancy for a Foundation Governor. DB suggested appointing DS as the Foundation Governor, as he had formerly been one and creating a Co-opted Governor vacancy, which allowed for a wider recruitment. TJH agreed to speak with DS in the first instance. Year Planner 2023 24 and return to committee structure – the governors unanimously agreed to return to a committee structure with Resources, Standards and Governance committees next year and TJH asked for a WG to prepare the Year Planner with her. DB, NC, SAP, BM, TJH – TJH to arrange. <p>Link Reports</p> <ul style="list-style-type: none"> Music, MFL, Science reports received and accepted. 	Invite MS – new Co-opted Governor, TJH – speak with DS re Foundation vacancy. Arrange meeting planner WG
56.13.	<p>Any other business: BM asked governors if they had any other business to discuss: None.</p>	
56.14.	<p>2022/23 Meetings</p> <ul style="list-style-type: none"> To Note the next meeting date: <ul style="list-style-type: none"> FGB 12th July 2023, 6.30pm 	
	With no further business the meeting ended at 5.35pm	

Chair.....

.....Dated.....

Item	Action	Owner	By when /report
54.4	Review School Vision & Aims	KH	12/7/23
56.9	Transfer Land from GB to Trust WG meet to agree terms of scheme change - JB, RT, RA, BM, TH	JB BM	ASAP 12/7/23
56.3	Publish minutes	TJH/NC	Completed
56.4	Arrange 1hr (6-7pm) online meeting with Governors and Richard Howells Contact AM re absence from meetings	KH BM	After ½ term ASAP
56.5	KPo attend July FGB meeting for budget monitoring update	KPo	12/7/23
56.7	Circulate KCSiE update summary	TJH	Completed
56.8	Read up on Ofsted changes Attend school events	All All	12/7/23 Various
56.10	Add FTT info to School Handbook Prepare B&NGSF accounts & CC submission	NC TJH/RA	ASAP 12/7/23
56.11	Update policy file & publish policies. Prepare policies for review and approval	TJH/NC DW	Completed Ongoing
56.12	Invite MS to be appointed Co-opted Governor Speak with DS about Foundation vacancy Arrange meetings/year planner WG	SAP TJH TJH	12/7/23 Asap 12/7/23