

Beaminster School
Minutes of the Full Governing Body meeting held on
Wednesday 14th December 2022, 5.30pm

Governors (13):	R Amswych (RA), N Chalkley (NC), P Fleming (PF), K Hales (KH) Headteacher , H Harding (HH), B Millwood (BM) Chair , G Montague (GM), S A Palmer (SAP) Vice-Chair , E Smith (ES), D Solly (DS)
In Attendance:	R Barnes (RB) Associate member , D Withers (DW) Associate member , T Harley (TH) Clerk .

Item	Detail	Actions
51.1.	Welcome & Apologies: Apologies: D Baldwin (DB), K Patten (KP), C Shead-Jones (CSJ), all accepted. Absent: S Williams (SW). The meeting was quorate.	
51.2.	Declaration of Beneficial Interest: None declared.	
51.3.	Minutes of the meeting held on 16th November 2022 (previously circulated): <ul style="list-style-type: none"> The governors APPROVED the non-confidential minutes, as a true and accurate record, agreed for them to be published on the school website and they were signed by BM. 	TH/NC – publish minutes
51.4.	Matters arising and action list update from the minutes: The governors reviewed the minutes and actions NOTING: <ul style="list-style-type: none"> 50.4: TH had written to SW, but had not received a response. BM agreed to contact SW, before the next FGB meeting, and ask for his resignation otherwise removal from the GB would form an agenda item at the next meeting. 50.4: Safeguarding Training – Governor Services had offered training sessions but the SLT recommended that all governors complete the National College on-line training. TH agreed to re-send the access information. 50.7: The letter to the parent had not been drafted and BM agreed to write and send a letter by 16th December. All other actions were either completed, in hand or on the agenda and there were no other matters arising. Replenishing the board would be reviewed after the January meeting 	BM contact SW All govs – complete S/G training before next FGB BM write & send letter to parent
51.5.	Headteachers Report (Dept. Exam review Summary Report, SIP 2022 25 updated Dec 22, previously circulated): KH introduced the reports NOTING: Dept. Exam Reviews: <ul style="list-style-type: none"> The report circulated were KH’s notes from the meetings. Action Plans were aligned with the SIP. Course work remained a focus for Media, Music, Computer Science and PE. GQ: 5 subjects used ‘disappointing’ and 6 subjects focussed on behaviour issues and not making progress. I would like to see more on these issues in the Action Plan? KH – the new Student Support programme was helping with behaviour issues and 4 students were now attending Learning Centres to access better support. GQ: Was the good practice, especially the positives from the English review, shared across depts.? KH – yes, through Responsive teaching feedback, Head of Dept. meetings and the staff centred CPD programme. For the January PD Day all staff were being asked to share teaching strategies for Y9 students needing help with progress. The CPD also gave 	

	<p>staff opportunities to speak about students not making progress in their class and ask what helped elsewhere.</p> <p>School Improvement Plan</p> <p>KH introduced the updated and RAG'd plan and asked for any questions:</p> <ul style="list-style-type: none"> • GQ: 1.1 Student Voice? The SLT had set up a departmental buddy system of support so that departments interview each other's students and share questionnaires to drive forward student voice and drive progress. • GQ: 1.3 Numeracy Plan, skills and support? Time constraints had delayed the action to form a WG to identify and produce a common plan for Numeracy; to be picked up at the July CPD day. Y4 now had to complete multiplication tests and the school was working with the collaboration primaries to move numeracy support into KS3. • GQ: 1.4 Please include concrete assessment targets and explain the difference; what are you measuring? KH agreed to include measurable targets, in the identified two areas. • GQ: 3.1 6th Form Leadership? KH had not yet spoken with the Head of the 6th form to take this next section forward. 	
51.6.	<p>Academy Status Update – CONFIDENTIAL ITEM –see Part 2 minute Governance</p> <ul style="list-style-type: none"> • The governors agreed to continue with monthly FGB meetings for the time being and to use working groups for focussed discussions. • KH and TH agreed to review the year planner to ensure all areas of focus were covered • Y11 reports data would be an agenda item at the January FGB meeting. 	TH meet KH and review Year Planner Y11 reports – Jan agenda item
51.7.	<p>B&NGSF:</p> <p>Following the outcomes from the Academy Status update (<i>see Confidential Part 2 minutes</i>) governors NOTED:</p> <ul style="list-style-type: none"> • RA and BM would meet with the solicitors to clarify the position and decide what needs to be done to separate the Trust and Trustee appointment from the school and Governors, with recommendations brought to the next FGB meeting. • Total Funds had risen to £110,482.46, with a further £900 distribution cheque received today. 	BM/RA meet solicitors, bring recommendations to next FGB
51.8.	<p>Safeguarding (Updated Child Protection (Safeguarding) Policy and updated H&S policy, previously circulated):</p> <p>DW introduced the policies and updated governors on current issues NOTING:</p> <ul style="list-style-type: none"> • The Safeguarding and H&S policies were LA models, adapted for BS. • A governor noted that named staff were incorrect under section 30 and with this one amendment the Governors, with a show of hands, unanimously approved both policies, with an annual review cycle. <p>There were no other issues, except the reminder for all Governors to complete the training, and governors had no further questions.</p>	Update policy, policy files and publish
51.9.	<p>SEND:</p> <p>KH updated governors on current issues NOTING:</p> <ul style="list-style-type: none"> • The SENCo continued to work through writing up the EHCP's (a similar number to what the school had when it also had a SRP base). • The Wellbeing space was being used well and was proving to be a good move forward in terms of supporting identified students. • There was an increased movement of students at the moment. • A strong new appointment had been made for SEN admin support. • GQ: Do we have enough TA's? KH – we have all we should have but they are concentrated on statutory EHCP students, supporting the new Inclusion Hub / Wellbeing area and any extra capacity for support elsewhere was met through departmental TAs or need. 	

	There were no other issues and governors had no questions. <i>RA left the meeting at 6.40pm</i>	
51.10.	<p>Finance & Resources (Updated Teachers Pay Policy, previously circulated): KH introduced the policy NOTING:</p> <ul style="list-style-type: none"> The policy was the delayed statutory annual LA model with the agreed 5% uplift for all teaching staff. The Support staff policy had also been updated to include the agreed lump sum and percentage pay uplift. GQ: when would you employ an unqualified teacher? Occasionally, especially FE teachers do have different qualifications which allow them to teach. <p>With no further questions the governors, with a show of hands, unanimously approved the policies, with an annual review cycle.</p>	Update policy file and publish policies
51.11.	<p>Chair's report: BM gave a verbal report NOTING:</p> <ul style="list-style-type: none"> The GB needed to rally behind the school, the SLT and staff and build on the positives to go forwards. 	
51.12.	<p>Clerk's Report (previously circulated): TH introduced the report NOTING:</p> <ul style="list-style-type: none"> Initiate removal of Simon Williams from GB, due to non-attendance for over 6 months – TH had contacted SW on numerous occasions to ask his intentions with no response from SW since May 2022. TH explained the procedure for removal and the GB agreed for BM to try and contact SW one more time and if no response made to initiate removal from the GB at the next FGB meeting in January 2023. Renew Co-opted Governor appointments due to end 31st December 2022 – Nicola Chalkley, Bridget Millwood, David Solly: With a show of hands Governors unanimously approved the re-appointments for a further 4 year term. 	<p>BM contact SW TH initiate response</p> <p>TH update Governor ToO</p>
51.13.	Link Scheme (no reports received): Noted.	
51.14.	<p>Any other business: BM asked governors if they had any other business to discuss:</p> <ul style="list-style-type: none"> NC distributed copies of the Winter 2022 Beaminster Times and asked governors to distribute copies. 	
51.15.	<p>2022/23 Meetings The next FGB meeting dates were NOTED:</p> <ul style="list-style-type: none"> FGB 5 25th January 2023, 6.30pm FGB 6 22nd February 2023, 4.00pm 	
	With no further business the meeting ended at 6.50pm	

Chair.....Dated.....

Item	Action	Owner	By when /report
51.3	Publish minutes	TH/NC	Completed
51.4	Contact SW and ask if he wishes to remain at school governor. Complete NC Safeguarding training – TH to resend link BM write letter to parent re CCTV concerns	BM All Govs BM	Next FGB Next FGB ASAP
51.6	Review year Planner Y11 reports – agenda item	TH /KH TH/KH	Next FGB
51.7	Meet solicitor and bring recommendations on B&NGSF to next FGB	RA/BM	Next FGB

51.8	Update Safeguarding policy Update policy file and publish policies	DW TH/NC	Now
51.10	Update policy file and publish policies	TH/NC	Now
51.12	BM contact SW and ask for resignation TH initiate actions from response TH update Co-opted Governor ToO; BM, NC, DS	BM TH TH	Next FGB Now