

Beaminster School
Minutes of the meeting of the Full Governing Body held virtual on Microsoft Teams
Wednesday 3rd February 2021, 6.30pm

Governors (15):	R Amswych (RA), D Baldwin (DB), M Carter (MC) Chair , N Chalkley (NC), K Hales (KH) Headteacher , E Hotchkiss (EH), L Humphries (LH), B Millwood (BM) Vice-Chair , G Montague (GM), S A Palmer (SP), D Solly (DS), P Strong (PS).
In Attendance:	R Barnes (RB) Associate member , T Harley (TH) Clerk , D Withers (DW) Associate member

Item	Detail	Actions
35.1.	<p>Welcome & Apologies: Apologies: J Brazier (JB), J Forster (JF), E Smith (ES). Absent: None The meeting was quorate. MC informed governors that JF had resigned as Staff Governor with immediate effect due to time commitments. MC agreed to write a letter of thanks to JF on behalf of the Governing Body.</p>	
35.2.	<p>Declaration of Beneficial Interest: None.</p>	
35.3.	<p>Minutes of the meeting held on 18th November 2020, including Part 2 CONFIDENTIAL minute (previously circulated): The FGB APPROVED the minutes as a true and accurate record, with three minor spelling corrections. The non-confidential minutes were approved for website publication.</p>	TH/NC update & publish minutes
35.4.	<p>Matters arising and action list update from the minutes: The following matters were NOTED:</p> <ul style="list-style-type: none"> • 33.6; The governors agreed they would still like to have the planned Y7 student /governor meetings and MC agreed to speak with Mrs Randall to take this forward in the Summer Term. • 33.8; The KCSiE document had been updated in January 2021 and all governors were asked to read the update before the next FGB meeting and confirm to TH for evidence. TH to forward the KCSiE DfE link to governors. • 33.16; Governors were urged to attend virtual meetings with their links. • 34.16; Governors agreed a half termly school update be circulated to the local community, via social media, parish councils and the Yarn Barton would server better than community versions of the HT Friday update. • NC confirmed the electronic version of the Beaminster Times had been sent to Discover Beaminster and RA agreed to check they had received it and would ensure it was posted on the site. • MC agreed to liaise with NC to publicise the Bridport Arts Centre Return of the Natives event showcasing young local talent in which a number of former students will be participating. • MC had received responses from six governors on the Academy Status decision guide and had shared the information with governors. • All other actions completed, reviewed at Committee or on the agenda. 	TH – update Action List
35.5.	<p>Academy Status Review (Governance Committee Report, previously circulated) SP thanked governors for their comments, following the presentation by David Herbert, as summarised in the minutes and used to compile the report received. Through discussion the following points were NOTED:</p> <ul style="list-style-type: none"> • The presentation had shown positive reasons for joining a MAT, unlike other previous presentations. • There would need to be an overwhelming case to join any academy, with strengths, weaknesses and opportunities clearly identified. 	

	<ul style="list-style-type: none"> • Governors would need to ask and decide if they would be happy with a multi-layered governance structure. • The SLT had seen benefits and had no real concerns with the leadership structure of Aspirations MAT model. • The SLT would visit Budmouth Academy in the Summer or Autumn Term to speak with David Herbert in more depth and would also visit Atlantic Academy on Portland, another Aspirations MAT school to get a better feel and investigate the possibilities further. • The SLT would update the FGB on their findings for the FGB to agree the next steps. • It was confirmed that the legal responsibility for converting to an academy falls on the governors in consultation with the Regional Schools Commissioner and the LA. 	<p>SLT investigate Aspirations MAT and report back to FGB.</p>
<p>35.6.</p>	<p>Headteachers Report: The Governors RECEIVED an update from KH and NOTED:</p> <ul style="list-style-type: none"> • Interviews had been held for the Head of Technology with Sian Gibbs, Technology Teacher being appointed. Mr A Barton had agreed to stay on and support the Y11 and Y13 students till the end of their summer term. • Mrs Gibbs would be leaving the Head of Year Team and the post for a Technology Teacher with Resistant Materials skills would be advertised. • Staff welfare and workloads was being monitored closely and meetings with Team Leaders held regularly. • There would be a no live lessons day on Thursday, to give everyone a day away from the computer and a chance to catch up on work and provide wellbeing support. House sports events had been organised for the afternoon. It was hoped to run different events each week to break up the on-line learning routine. • A quick survey revealed 95% of parents were satisfied with the on-line learning, 99% felt it was better than last year, 95% had the right IT equipment and 80% felt staff feedback was good. • All students had registration at 9am and structured lessons throughout the day and live starters. Blended learning was being received very well. • Governors felt the parent satisfaction should be shared with the wider community for publicity purposes. • The DfE guidance on remote learning had been updated and now included quality check information. • PE lessons were held on-line using a wide variety of activities including Health and Fitness, Boxercise, skills, 'Joe Wicks' style lessons and house sports. • Pupil registration was taken each morning and checked in with ClassCharts. If students missed both checks phone calls were made to parents. National attendance figures had recently been published and DW agreed to provide figures at the next FGB meeting for comparison. • Vulnerable student trackers were in place for PP, LA identified and school identified pupils. Phone calls were made on a weekly/fortnightly basis and staff were able to register concerns if improvements in attendance were not being made. • All ELSA pupils were being monitored and they were having regular on-line conversations with their ELSA support worker. • The SENCO and Deputy DSL were involved with key vulnerable students and distant home visits were made where possible. • The school had a tight support network with good safety nets and supported by the Attendance Officer. • The ClassCharts wellbeing model was being used, with students asked to 	<p>Attendance figures for comparison – next FGB</p>

	<p>rate their work on a 1-5 scale and responded through tutors.</p> <ul style="list-style-type: none"> The Y11 parents evening was going ahead as scheduled for next week, despite the government not yet publishing their review on how students would be assessed. Tricky conversations were expected as the school did not want to provide incorrect information. The My Tutor Maths, English and Science extra support programmes had gone well until the current lockdown and the school had managed to bank 60 hours, to be used for future support. 	
35.7.	<p>School Improvement Plan (SIP January 2021 update, previously circulated): The governors RECEIVED the SIP update report from KH, asked questions and NOTED:</p> <ul style="list-style-type: none"> Most areas progressing well, considering the circumstances, but some areas had not moved as far forward due to the Summer and Spring lockdowns and it had been especially difficult for Y11. A1; was going well, with less solid classroom feedback from students due to on-line learning only. A2; raising aspirations was moving forwards despite Covid-19. Evidence of better-quality PE was provided by DfE Health and Wellbeing surveys completed. Funding would be available for the new Erasmus scheme, but it was not known how European countries would be involved. A3; The Homework and feedback policies had been established, but not developed further, and engaging the 25% of parents still needed work. B1; there was the opportunity to develop formative assessment and responsive teaching strategies in the Autumn but less so during lockdown. B2; student participation and engagement were very positive, but reflecting on the PP policy, ways to support and make a difference for these students needed further input. Much evidence was provided through Learning Walks and outcomes were not ready to be measured. B3; due to only one term in the school there had not been the opportunity to take as much forward as hoped on Matching Learning, SEN support and TA deployment. C1; increasing outcomes and reviewing data had been very difficult with only one term back. Revision and catch up programmes had been set up, though not able to incorporate and develop this Spring. C2, C3; were on target, although narrowing the gap between PP and non-PP students was proving difficult to support during lockdown. D1; an additional £50,000 savings had been made due to the lockdowns and the school was in a good position, as some initiatives had not gone forward, and savings had been made on supply staff. Catering would incur more costs and certain budgets could come under pressure once lockdown was lifted and recovery programmes were in place. Covid-19 expenses had come out of the R&M budget and the Covid-19 Recovery grant was being used to support student T&L. D2; the Campus Plan development was asked to be aligned with the 3-yr budget and as an aspirational 10-yr plan rather than a 5-10yr plan. Further work on specific measurable evidence to show impact and outcomes was requested by governors to aid challenge and enable them to hold the SLT to account. A refresh of the school website to separate the marketing/prospectus part from the information side was suggested. KH confirmed a budget to support the work of NC was due to be reviewed, with the possibility of employing an initial set up web designer. 	Provide measurable outcomes
35.8.	Safeguarding	

	<p>The governors RECEIVED an update from DW and NOTED:</p> <ul style="list-style-type: none"> • The LA had confirmed that live lessons did not need to be recorded as long as attendance was tracked, although 1:1 sessions were recorded for safety reasons. • Lateral flow Covid-19 tests were being conducted as recommended by the government, with no positives recorded to date. • The new Senior Designated Safeguarding Lead had attended several on-line S/G conferences and was working 1:1 with families. • The S/G Team had met BM, S/G link governor, with a plan to meet termly. • The Covid-19 risk assessments and policy addendum would be updated to incorporate in-school and out-of-school learning. 	
35.9.	<p>Standards Committee (16th December 2020 minutes and Stakeholder WG notes, previously circulated):</p> <p>Draft Minutes of the meeting held on 16th December 2020</p> <p>The draft minutes were NOTED, with the following comments:</p> <ul style="list-style-type: none"> • All governors were recommended to read the SENCo's ppt. presentation, which had been uploaded onto the SharePoint. • The Stakeholder WG three areas of focus were aspirations, bullying and the teaching measures to address the mid-school dip in Maths performance. • A governor asked that the Kirkland Rowell Reports be an agenda item at the next Standards meeting. 	<p>FGB – read SENCo ppt.</p> <p>KR WG – agenda item</p>
35.10.	<p>Resources Committee (minutes and SFVS, previously circulated):</p> <p>Draft Minutes of the meetings held on 30th November 2020 and 25th January 2021</p> <p>The draft minutes and SFVS were NOTED, with the following comments:</p> <ul style="list-style-type: none"> • The SFVS had been completed by the Finance Manager and Chair of Resources and reviewed by the committee with an agreed emphasis to recruit a new governor with financial experience. The committee recommended approval for submission to the LA and with no further comment the FGB unanimously approved the SFVS as circulated with minor typographical corrections. 	<p>TH – submit SFVS to LA</p>
35.11.	<p>Governance Committee (minutes, previously circulated):</p> <p>Draft Minutes of the meetings held 13th January 2021</p> <p>The draft minutes were NOTED, with the following comments.</p> <ul style="list-style-type: none"> • One parent had shown an interest in the recent recruitment drive and SP agreed to follow this up. • The election process for a new staff governor would proceed following the resignation of JF; TH and SP to liaise on strategy. All staff members were invited to be nominated and if more than one nomination was received a ballot (only for staff) would be held. 	<p>TH & SP liaise on staff governor election</p>
35.12.	<p>Chair's report</p> <p>The Governors RECEIVED the Chairs report NOTING:</p> <ul style="list-style-type: none"> • There had been alarming reports in the national press on the increase in student mental health issues however MC was confident the school was doing all it could to support and safeguard its students. • Ofsted were currently doing on-line inspections only for RI and schools in SM, with a backlog of schools needing inspections. The school should not expect a visit before September 2021, but it was felt governors should prepare now and it was agreed Ofsted preparation should form an agenda item at the next Governance Committee meeting. GM offered to forward a report on Ofsted Inspections for discussion. • The NGA had produced a report on Co-Chairing which MC recommended 	<p>Ofsted – Governance agenda. GM – forward report to TH</p> <p>FGB – read co-chairing article.</p>

	governors read and consider as an option for BS. <ul style="list-style-type: none"> January 2023 will be the 60th anniversary for BS, making 2022 the 60th year on the current site, and MC asked for ideas on how to celebrate this major achievement next year and in January 2023. 	FGB – forward celebration ideas
35.13.	Clerk's Report (previously circulated): The Governors RECEIVED the Clerk's report, with no further comment NOTED .	
35.14.	Link Scheme (Computer science report, previously circulated): The Governors RECEIVED the link report, with no further comment NOTED .	
35.15.	Any other business Further business NOTED included: <ul style="list-style-type: none"> The Head Boy and Head Girl election candidate profiles were almost ready for distribution and voting and DW would forward information to governors when ready. 	
35.16.	2020/21 Meetings The next meeting dates were NOTED : <ul style="list-style-type: none"> Resources 4 29th March 2021 3.45pm Standards 3 24th February 2021 4.00pm Governance 3 10th March 2021 5.30pm FGB 4 28th April 2021 9.15am 	
	With no further business the meeting closed at 8.00pm	

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

Item	Action	Owner	By when /report
35.3	Update and Publish approved minutes	TH/NC	completed
35.4 (33.6)	Arrange Y7 student/governor meetings	MC	Summer Term
(33.8)	Read updated Part 1 – 2 of KCSiE, review sections 3 – 5 and confirm once completed to TH, TH forward DfE link to Govs.	ALL Govs	28/4/21
(33.16)	Attend link meetings	Link Govs	ongoing
	Ensure Beaminster Times shared with Discover Beaminster	RA	Asap
	Investigate BAC Return of the Native event	MC/NC	Asap
35.5	Investigate Aspirations MAT and report findings to FGB	SLT	Sept 21
35.6	Provide attendance figures against national data	DW	28/4/21
35.7	Provide further measurable outcomes in SIP	KH	Asap
35.9	Read SENCo ppt. presentation (on SharePoint; Standards 2020 21)	All Govs	Asap
	Stakeholder WG – Standards agenda item	TH	completed
35.10	Submit SFVS to LA	TH	completed
35.11	Arrange staff governor election	TH/SP	completed
35.12	Osfted preparation – Governance agenda	TH	completed
	Read Co-Chair NGA article	All govts	Asap
	Forward 60 th anniversary celebration ideas to MC	All govts	Asap