

**Meeting of Full Governing Body
1st October 2018 at 4.30pm
Training Room**

MINUTES

Governors Present:	Mick Baker, Richard Bradford, Alison Frost, Les Gunbie, Reg Hook, Jennifer John, Jenny Poore (Chair), Rosie Reekie, Bronagh Shevlin, Derek Swindells
Associate Members Present:	Sue Middleton
Officers Present:	Teresa Dee (Clerk)
In Attendance:	Richard Baker, Andrea Cumming, Roshan Dias-Jayasinghe

	<u>Agenda item</u>	<u>Action</u>
1	<p>Introduction</p> <p>a) Apologies for Absence Apologies for absence received from Vanessa Hickey and Dick Knight. Roshan Dias-Jayasinghe was welcomed to his first meeting as the School's Business Manager.</p> <p>b) Declarations of Interest - Governors to Sign Register The declarations register was circulated, and governors were requested to sign by their entry to confirm accuracy. There were no declarations made relating to agenda items.</p>	
2	<p>Last Meeting Dated 2nd July 2018</p> <p>a) Approval of Minutes The Full Governing Body reviewed and approved five pages of minutes from the meeting held on 2nd July 2018 subject to amendment of one typing error. The Chair signed the minutes after the amendment had been made to confirm accuracy of the minutes.</p> <p>b) Matters Arising Not Included Elsewhere on Agenda</p> <ul style="list-style-type: none"> • Equalities objectives - These were included within the policy and when reviewed will be separated and published separately for clarity. The equality lead governors had been invited to the school equality group meeting. • Poverty proofing - The report had been circulated and would be a key discussion item at the Governing Body strategy meeting in November. Action research groups had been set up with one covering poverty proofing with a lot of interest from staff. Governors commented that on reading through the report it was evident how much the staff were already doing in this area. 	
3	<p>Chair's Update The Chair of Governors provided a verbal update on some key current issues:</p> <ul style="list-style-type: none"> • Basic Needs Funding Further correspondence and meetings had been held with Local Authority representatives, the Headteacher picked up this issue in his update to Governors. • Parent Governor Election Seven nominations received for the two vacant Parent Governor positions. A full ballot would be now arranged. • Skills Audit Summary Governors had been invited to submit updated skills audit forms, these together with forms from the two new parent governors would be used to produce a summary of the current Governing Body skills to identify training needs and would be a useful tool to identify appropriate candidates for appointing as co-opted governors. 	

Signature.....Date.....

	<ul style="list-style-type: none"> • Governor Responsibilities Current Governor links and responsibilities were reviewed with some amendments suggested. <p>ACTION - Updated Governor links and responsibilities list to be circulated and should any Governors wish to be linked to any additional areas to contact Clerk to Governors.</p> <ul style="list-style-type: none"> • Letter from Parent A letter had been received from a parent regards the school's approach to trans-identifying students with a set of questions for Governors' consideration. It was agreed that this matter would be considered at the next strategy meeting together with a representative from the local authority. Copies of the local authority trans inclusion school's toolkit were provided to Governors. 	TD/ Govs
4	<p>Headteacher's Update The Headteacher provided a verbal update on current key issues including the following:</p> <ul style="list-style-type: none"> • Basic needs funding - Discussion under this item recorded in supplementary confidential minutes. • Prize evening - Other options for a prize giving event were being considered to get a sense of more celebration. Governors would be invited to attend. • Cullum Centre - A statement from the local authority had been released to the press about the school having a Cullum Centre facility for autism at the school. Whilst the school leaders were still keen to have this facility nothing had been finalised, so the statement was therefore misleading and inaccurate. 	
5	<p>School Development Item - Outcomes for Students Andrea Cumming gave a presentation on the 2018 GCSE results highlighting the following points:</p> <ul style="list-style-type: none"> • English grade 4+ at 90%, remaining strong from 2017. • Maths grade 4+ at 85%, up from 77% in 2017. • Both Maths and English (basics) grade 4+ at 83%, up from 76% in 2017. • Attainment 8 (best 8 subjects) score 55.45. • Two good sciences at 83%, up from 72% in 2017. • Headlines issued to the press had been very positive highlighting high academic achievement. • Progress 8 for whole cohort had improved to +0.26 representing an average of ¼ grade higher than national average. For disadvantaged children however, the progress 8 score appeared to have reduced to -0.77. • The top performing students in terms of attainment and progress were identified in the whole cohort and disadvantaged group. • An analysis of attendance and the impact on progress had clearly identified a link and when removing the persistently absent from the data the gap between progress 8 of disadvantaged and whole cohort narrowed from -1.02 to -0.56. • Attitude to learning (ATL) scores also had been identified as having an impact on progress with those with ATL poorer than 1.8 making significantly less progress than their peers. As boys tended to as a group to have poorer ATL scores than girls this might explain their lower progress as a group. • Across subjects significant improvements had been seen in maths and science, there were ongoing improvements in psychology and RS and the subjects still with concerns were computer science, health and social care and product design. <p>5.53pm - Derek Swindells left the meeting.</p> <p>Governors asked questions and made comment following the presentation, these are listed below with the school leaders' response in italics:</p> <ul style="list-style-type: none"> • What support was available from education welfare officers (EWO)? <i>No support provided centrally, the school had employed an EWO and recently increased hours to three days a week.</i> • Out of the 51 persistently absent students was there a sense of how much was related to justifiable medical reasons? <i>There were a number with mental health with some</i> 	

	<p><i>students not seen in school at all. Application had been made to disapply 9 students from the 2018 GCSEs, but all were rejected due to insufficient evidence. If the school had gone down the prosecution route for non-attendance this might have provided the required evidence.</i></p> <ul style="list-style-type: none"> • Was there anything further that could be done on attitudes for learning? <i>As attitude for learning becomes more established within the school attitudes shift over time.</i> • Attitude to learning system had been in place for a while, how does the school keep it fresh and build in elements that might hook those not currently being reached? <i>It's about what is going on in class at the moment but could be extended. Including positive behaviour points was not appropriate as generally the poorer behaved students achieved higher points in this area.</i> <p>Governors congratulated the school on an impressive set of GCSE results and the highest achievements in the city under several of the key measures.</p>	
6	<p>Business Manager/Group Report Governors received a set of notes from the meeting of the business group of governors and the Business Manager highlighted some key points for consideration;</p> <ul style="list-style-type: none"> • No current end of year forecast report as work was currently being undertaken on refining the forecasting tools to improve accuracy. In the meantime, a list of actual expenditure to date under each budget line had been provided with a % of total budget spent to date column. A full outturn report would be made available to the Business group by the end of October. This provided reassurance to Governors. • A set of budget lines reflecting those used by the Department of Education under consistent financial reporting (CFR) was proposed. More detailed cost centre reporting would be available under the CFR headings for budget holders and Governors undertaking closer scrutiny of any significant variances. • Brighton & Hove had confirmed the teachers' pay award of 3% for all main scale teachers. A central government grant would benefit the school by around 39k as a 2% pay award had been built in for all teaching staff. • A separate sinking fund for maintenance of the artificial turf pitch was required as part of the original funding agreement from Sports England. <p>AGREEMENT - The Full Governing Body approved an amendment to the financial reporting headings as proposed.</p>	
7	<p>Policies and Other Documents</p> <p>a) SEN Report</p> <p>AGREEMENT - The Full Governing Body approved the annual SEN report as presented.</p> <p>b) Home School Agreement</p> <p>AGREEMENT - The Full Governing Body approved the home school agreement subject to some minor amendment.</p> <p>c) Teacher's Pay Policy d) Appraisal Policy</p> <p>AGREEMENT/ACTION - The Full Governing Body delegated approval of both the teachers' pay policy and appraisal policy to the Chair of Governors. Final agreed policies to be circulated to Governors.</p>	
8	<p>Any Other Business</p> <p>a) Policies The flexible working policy and special leave of absence policy would be coming to governors following a review by the Chair of Governors.</p>	

b) Bob Cristofoli

Governors had been advised previously by email of the death of Bob Cristofoli a previous and long serving governor and chair of governors. A number of school representatives had attended his funeral. A more permanent reminder was considered appropriate and approaches would be made about getting his name on a bus.

Meeting ended at 6.33pm

Date of next meetings - Strategy on 12th November and Full Governing Body on 17th December.