

**Meeting of Full Governing Board
29th January 2024
4.30pm in School Library**

MINUTES

Governors Present:	Mick Baker, Sarah Bakhtiari, James Bennett, Robin Bradshaw, Matt Hillier, Bronagh Shevlin, Bridget Taylor (Chair)
Officers Present:	Teresa Dee (Clerk)
In Attendance:	Sara Bailey, Richard Baker, Cassie Dale, Giles Ward

	<u>Agenda item</u>	<u>Action</u>
	Note – Item 2 was taken at the start of the meeting. The minutes have been written in original agenda order.	
1	<p>Introduction</p> <p>a) Welcome – Confirm Appointment of Co-opted Governors The Chair opened the meeting with a welcome and confirmation of the appointment of two Co-opted Governors , Sarah Bakhtiari and Robin Bradshaw.</p> <p>b) Apologies for Absence Apologies received for absence from Catherine Packham before the meeting and from Emma Morey during the meeting.</p> <p>c) Declarations of Interest There were no declarations made relating to agenda items.</p>	
2	<p>Safeguarding Update</p> <p>Giles Ward the designated safeguarding lead provided Governors with an update on safeguarding by PowerPoint presentation , during the presentation and conversation with Governors the following points were highlighted:</p> <ul style="list-style-type: none"> • Ofsted had judged the school effective in its safeguarding processes noting that children felt safe and well supported at school. This was confirmed by the positive responses to the parental survey to questions regarding feeling safe and how well bullying incidents were dealt with. • Actions arising from the Ofsted inspection were around ongoing staff training and checking of understanding to ensure that all were confident on the types of abuse, how they might be presented in students and what to do should if abuse was suspected. All staff were required to complete prevent and radicalisation online training. • A weekly briefing for staff to discuss safeguarding had been implemented. • Safeguarding training focussed on harmful sexual behaviours, supporting victims, and changing perpetrators behaviour. 	

	<ul style="list-style-type: none"> • There was a new robust checking system in place to ensure that staff understand safeguarding concerns including an online test and targeted training. • The school had an additional safeguarding officer put in place to provide greater capacity in the safeguarding team to help check wider staff understanding. • Next steps included an update to the CPOMS reporting system, further training for pastoral teams on harmful sexual behaviours and looking at data for patterns to identify where interventions most needed. • Recorded bullying incidents in school were highest for year 7 . It was thought that this particular year group were struggling due to missed socialisation during the pandemic, this was being addressed through induction days and emotional literacy support. There was a smaller group within year 7 who were exhibiting challenging behaviour. The focus was on addressing the issue through positive reinforcement and celebrating successes. A consistent Head of Year 7 was now in place with some of the more challenging students starting to behave more respectfully. • The school's approach to addressing disruptive behaviour was noted , including consequences for repeat offenders and focus on positives for the majority of students. • Plans for next year , included learning groups with early conversations with parents to better balance ability and behaviour in groups. • In comparison with other schools there was a high number of students on child protection plans (14) , these were the most vulnerable students in school. <p>5.02pm – Giles Ward and Cassie Dale left the meeting.</p>	
3	<p>Last Meeting Dated 27th November 2023</p> <p>a) Approval of Minutes The Full Governing Board reviewed and approved eight pages of minutes from the meeting held on 27th November 2023. The Chair signed the minutes as conformation of their accuracy.</p> <p>b) Actions and Matters Arising Not Included Elsewhere on Agenda</p> <ul style="list-style-type: none"> • Benchmark attendance – some initial work completed , to come back to the next meeting in view of the national initiative recently launched. 	
4	<p>Chairs Update The Chair of Governors provided a verbal update on current issues and business carried out on behalf of the Board since the last meeting.</p> <ul style="list-style-type: none"> • Two new Co-opted governors appointed though the recruitment process but unfortunately two others had stepped down. Dick Knight had decided to not put himself forward for another term of office having completed eight years as a Co-opted Governors and Rachel Borland had stepped down for a change in circumstances and other commitments. This now left a Vice Chair of Governors vacancy. There was a proposal regards increasing the number of parent governor positions back to the previous four and holding a parent governor election to fill the post, whilst reducing Co-opted positions by one. It was noted that interest had been received from a school leader in a feeder school in joining the Governing 	

	<p>Board which would fill the remaining vacancy. There was comment that there was now a gap in the connections with the wider business community in the city, the nominations panel members were asked to consider this along with the proposals at their next meeting.</p> <ul style="list-style-type: none"> • There was a proposal for an annual programme of governor visits to school, this would be developed and be brought back to a future meeting. • Three Governors were required for a staff hearing on 20th February. It was agreed that the panel would be Bridget Taylor, Rob Bradshaw and Bronagh Shevlin. • A vacancy had arisen for a trustee of the Diamond Fund, it was agreed that James Bennett would be the Board representative on the trust. 	
<p>5</p>	<p>Headteacher's Report</p> <p>The Headteacher presented his report to Governors highlighting the following points:</p> <ul style="list-style-type: none"> • Year 11 had completed their first set of pre public exams with a second set just after half term. The Progress 8 outcomes were likely to be lower than recent years as a consequence of the number of non- attending students. Year 10 progress was looking more optimistic, though there were no on entry results to measure against. • The school's attainment data was strong overall but there was a gap in the middle and lower attainment students, who were not achieving as well as they should be. • Current number of students 1635 down from the 1650 on census day which is what the school budget was based on. The school operates a waiting list but Local Authority processes for reallocation were slow. • An alternative provision at the school was still on the Local Authority agenda but had come across an issue with funding streams for special educational needs. A bid had been submitted successfully with £75k allocated. This would be used to develop the environment centre into an intervention room with separate entrance. • The school was facing staffing challenges due to budget constraints, leading to creative decisions and adaptations to curriculum being made to fill the gaps left by staff leaving the school. • Attendance for each year group had been provided within the report with comparisons against national data. Year 11 was the biggest area of concern with 22 students not attending and a number of reduced timetables. The Government were pushing on attendance through a national campaign. It was important to get students into school to ensure they reach their full potential. <p><u>Governor comment and questions</u></p> <ul style="list-style-type: none"> • Attendance had reduced in the current year and was now below national average. <p><u>Response to Governor comment and questions</u></p> <ul style="list-style-type: none"> • The week for which attendance data was provided was particularly low. Free school meals eligible students were lower than their peers by around 10%. Contact made with families by letter and telephone on a regular basis but not shifting the position. 	
<p>6</p>	<p>Business Group</p> <p>The Business Group had met on 15th January, notes from the meeting were included within the Board meeting pack along with the budget monitoring report for November</p>	

	<p>2023 (6a) that had been examined by the Business Group. Recommendations were made for the approval of items 6b , 6c and 6d. The Business Manager provided a verbal overview of current budget situation.</p> <p>a) Budget Monitoring Report The Business Manager provided a verbal overview of current budget situation having completed the outturn for December 2023.</p> <p>b) Schools Financial Value Standard (SFVS)</p> <p>AGREEMENT – The Full Governing Board approved the SFVS checklist as proposed by the Business Group, and it was signed by the Chair in preparation for submission of the annual return to the Local Authority.</p> <p>c) Health and Safety Policy including First Aid</p> <p>AGREEMENT – The Full Governing Board approved the Health and Safety Policy including First Aid as presented. One yearly review by the school with approval by the Board.</p> <p>d) Governors Allowances Policy</p> <p>AGREEMENT – The Full Governing Board approved the Governor Allowances Policy as presented. Three yearly reviews by the Business Group with approval by the Board.</p> <p>5.51pm – Richard Baker left the meeting.</p> <p>e) Budget 2023/24 – Strategy The minutes for this item have been recorded within a separate set of confidential minutes.</p>	
7	<p>Governance</p> <p>a) Governor Training Log Governors received a log of training undertaken during autumn term with a reminder that the governors’ journey page of the document provided a schedule of recommended training.</p> <p>ACTION – Send link to HM Government Prevent Training to Governors.</p>	TD
8	<p>Any Other Business</p> <p>a) School Events Governors were encouraged to attend the school events to which they were invited.</p>	

	<p>b) Gender Questioning Children Governors were advised that the draft guidance had been published in December with a 12 week consultation period.</p> <p>Meeting ended at 6.26pm Date of next meeting - 11th March 2024</p>	
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Minutes Approved

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