

**Meeting of Full Governing Board  
3rd February 2025  
4.30pm in School Library**

**MINUTES**

<b>Governors Present:</b>	Mick Baker, Sarah Bakhtiari, Robin Bradshaw, Eleanor Fagan, Emma Hill, Matt Hillier, Emma Morey, Matt Nott, Catherine Packham, Bridget Taylor (Chair), Eugenie Teasley,
<b>Officers Present:</b>	Teresa Dee (Clerk)
<b>In Attendance:</b>	Sara Bailey, Richard Baker, Andrea Cumming, Cassie Dale, Sam De Silva, Adam Knott,

	<u>Agenda item</u>	<u>Action</u>
<b>1</b>	<p><b>Introduction</b></p> <p><b>a) Welcome</b> The Chair opened the meeting with a welcome particularly to Matt Nott who was attending his first meeting as the elected staff governor. There were round the table introductions.</p> <p><b>b) Apologies for Absence</b> All Governors were present at the meeting.</p> <p><b>c) Declarations of Interest</b> The declarations register was included within the meeting pack, there were no specific declarations made relating to agenda items.</p>	
<b>2</b>	<p><b>Last Meetings Dated 2nd December 2024</b></p> <p><b>a) Approval of Minutes</b> The Full Governing Board reviewed and approved eleven pages of minutes from the meeting held on 2nd December 2024. The Chair signed the minutes as confirmation of their accuracy.</p> <p><b>b) Actions and Matters Arising Not Included Elsewhere on Agenda</b> None</p>	
<b>3</b>	<p><b>Chair's Update</b> The Chair of Governors provided an update on business conducted on behalf of the Governing Board and arising priorities since the last meeting</p> <ul style="list-style-type: none"> <li>Admissions Consultation - The school had submitted a response to the council, thank you to those Governors that were involved in drafting the response. Dorothy Stringer School had accepted the proposed reduction in the school's published admission numbers (PAN) to 300 from 2026 due to restrictions on</li> </ul>	

	<p>space within the school , though there were some concerns about reduced funding with a falling student roll.</p> <ul style="list-style-type: none"> <li>• Collaboration with other schools - The Board had entered into a joint letter with the other mainstream secondary schools that had been submitted to councillors and council officers objecting to priority six on the admission consultation proposals. There were concerns about confidentiality of this letter and its release to local press. Some further discussion had taken place with the other two PFI schools as that contract was nearing the end , requiring other premises management arrangements to be put in place.</li> <li>• Trans Toolkit - The Local Authority had completed the review of the toolkit. Correspondence had been received from an organised campaign in objection to some aspects of the toolkit. The Headteacher and Chair of Governors felt that points made in the consultation around the role of governors and liability of schools had not been fully addressed in the redrafted document and had therefore set up a meeting with members of the legal team at the Local Authority to seek clarification. The complaint around the handling of trans issues that had been subject of previous discussions by the Board had been reviewed by the Department of Education with no fault found by the School in terms of how the complaint was handled.</li> <li>• School show - Those Governors who had attended the school show spoke very positively about it and congratulated the school on its success.</li> </ul>	
4	<p><b>Head's Report /Update</b></p> <p>The Headteacher presented his report to Governors on an assumed read basis , highlighting key points and responding to questions.</p> <ul style="list-style-type: none"> <li>• Secondary Headteachers had met with the council administration to hear about the key areas for development as a city.</li> <li>• Attendance continues to be a focus for the school. Latest data 91.27% overall. It was noted that from benchmarking information that another local school was doing well and that there might be something to learn from their experience though they did not have the issue of a very widespread cohort of students in terms of where they lived which would make management of transporting children to school easier.</li> <li>• No progress data for year 11 as no base line results. Attainment 8 currently assessed as 51.15.</li> <li>• Student numbers had reduced and were currently at 1627 though there were signs of growth with an expectation that numbers would be back to 1650 by the next census day at which time funding for the following year would be finalised.</li> <li>• Planned canteen extension would not be going ahead due to planning restrictions around the use of the land that was classed as playing fields. Alternative locations for additional canteen space were being considered.</li> <li>• Staff leavers included people choosing to retire , a promotion and maternity leavers.</li> <li>• Staffing costs following pay awards was currently at 93% of the school's overall budget putting the school's financial sustainability at risk, savings would need to be made in the upcoming budget. It was thought that reductions would come about from natural wastage without the need for redundancies or significant</li> </ul>	

	<p>impact on the provision. The reduction in PAN from 2026 would support a reduction in classes being taught.</p> <ul style="list-style-type: none"> <li>• There had been an increase in funding attached to children with education and health care plans though it was still insufficient to cover the full cost of one-to-one teaching assistant support.</li> <li>• There had been an uplift in incidents around use of mobile phones despite their use being prohibited in school. The leadership team were working on a proposal which would be brought to the Board.</li> </ul>	
5	<p><b>School Development Priority - Behaviour &amp; Achievement</b></p> <p>Adam Knott , Cassie Dale and Sam De Silva provided an update on the proposed reset approach to management of behaviour introduced at the last meeting. The reset proposal aimed to improve student behaviour and relationships through a restorative approach, reducing detentions and enhancing classroom management. Concerns were raised about the operational logistics, staff training, and the potential impact on workload. The proposal included a trial period to gather feedback and assess effectiveness, emphasising consistency and staff support. The meeting discussed the implementation of a restorative conversation process, emphasising the need to start soon to maintain staff morale and enthusiasm for the process. The proposal was to begin in the summer term, with a focus on scheduling the restorative conversations properly.</p> <p><b>AGREEMENT – The Full Governing Board approved implementation of the reset approach to managing student behaviour in the classroom.</b></p> <p><b>ACTION – Following a trial period provide an impact assessment on the reset approach including the impact on staff and on students , specifically the SEND and pupil premium cohorts.</b></p>	School
6	<p><b>Business Group</b></p> <p><b>a) Meeting of 27th January 2025</b></p> <p>The Business Group had met on 27<sup>th</sup> January, verbal feedback around discussions at that meeting was provided along with recommendation for approval of the schools financial values added (SFVS) and proposal to resurface the artificial pitch turf (ATP).</p> <p><b>AGREEMENT – The Full Governing Board approved the SFVS checklist as presented . this was signed by the Chair as conformation of the agreement.</b></p> <p><b>AGREEMENT – The Full Governing Board approved the expenditure of £177,377.72 to resurface the ATP using the budget allocated under the sinking fund as part of the original funding agreement.</b></p> <p><b>b) Budget Monitoring Report</b></p> <p>The budget monitoring report for December was provided for information with a written commentary on the more significant variances to budget. A small predicted surplus position at the end of the current financial year was noted.</p>	Bus Grp

	<p>There was a discussion about the financial risks arising from tribunals with the suggestion that these be considered as part of the schools management of risk strategy.</p> <p><b>ACTION – Business Group to consider financial risks from tribunals when next reviewing the school’s risk register.</b></p> <p><b>c) Health &amp; Safety Policy including First Aid</b></p> <p><b>AGREEMENT – The Full Governing Board approved the health and safety policy as presented.</b></p> <p><b>d) Charging &amp; Remissions Policy</b></p> <p><b>AGREEMENT – The Full Governing Board approved the charging &amp; remissions policy as presented.</b></p>	
7	<p><b>Other Reports &amp; Recommendations</b> None</p>	
8	<p><b>Policies &amp; Other Documents for Approval</b></p> <p><b>a) Attendance Policy</b> There was comment that the first sentence under section 2 of the attendance policy was not strictly correct on the legal point about parents' responsibilities and that it currently read that parents were responsible for ensuring an entitlement to education .</p> <p><b>AGREEMENT – Subject to clarification on parental responsibility within section 2 the Full Governing Board approved the attendance policy.</b></p> <p><b>b) Literacy and Oracy Policy</b> Governors were not satisfied that the presented policy on literacy and oracy as it lacked ambition and did not position oracy well as a strategic priority for the school.</p> <p><b>ACTION - Literacy and oracy policy to be reviewed further by the school following staff attendance at a CPD event on oracy and be brought back to the Board for approval.</b></p> <p><b>c) Uniform Policy</b> The school's new uniform supplier offered cheaper options and school policy had been updated to reflect more flexibility in terms of alternatives to branded items such as the skirt. There was a conversation about the wearing of additional items of clothing items under school uniform noting that those items with pockets would create difficulties should there be a need to search a student for prohibited items.</p>	

	<b>AGREEMENT – Subject to explicit wording to address the issue of undergarments with pockets and the rationale behind prohibiting such items the Full Governing Board approved the school uniform policy.</b>	
<b>9</b>	<b>Governance</b> <b>a) Governors' Training Records - Autumn 2024</b> The log of training undertaken by governors in autumn term was noted.	
<b>10</b>	<b>Any Other Business</b> <b>a) Strategy</b> The governors discussed the benefits for a board strategy session focusing on the school's identity and longer term aspirations, Suggestions of facilitators to approach to support with the session were welcomed from governors.  Meeting ended at 6.26pm  Date of next meeting – 17 <sup>th</sup> March 2025	

Minutes approved

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