Minutes of the Full Governing Body Committee

Wednesday 15th December 2021 at 6.00pm

Via Microsoft Teams

Present: Dr. M. Dunn, Mrs. A. Edlin, Mr. Chris Milnes, Mr. D. Gibbons, Mr. M. McKeown, Dr. S. Rowland, Mr M. Savage, Mr. P. Beighton, Mrs. J. Daly, Mr. M. Edgar, Mr. N. Potter, Mrs. S. Wilkinson, Mrs. R. Knowles, Mrs H. Allison-Warby

Apologies: Mr. M. Stapleton **Minutes**: Mrs A. Williams, Clerk

15/12/21		**Actions**
21.	**Welcome and Apologies:** AW welcomed the meeting and advised that MM had been delayed and may not make the meeting in time. MM requested that any questions relating to item 6 of the Agenda be emailed to AW and they would be answered as soon as possible if he were unable to attend.	
22.	**Declaration of interest in any items of discussion**: None	
23.	**Confirmation of the Minutes of the Previous Meeting: 29**th September 2021 The minutes were agreed as a true reflection of the meeting. **MS proposed, CM seconded**.	
24.	**Matters Arising**: none	
25.	**Election of Chair of Governors**: AW, Clerk to Governors, advised the outcome of the election which had taken place via online email voting and confirmed that there were no objections to the nomination. **Hayley Allison-Warby unanimously elected as Chair of Governors.**	
26.	**Headteacher's Items** Headteacher's Management Reports **Questions raised in MM's absence** • 'Attitudes to Learning' Governors would like to see attainment data contrasted with the previous academic year pre-covid to see the impact on student progress/learning • Keys items to be included in the Headteacher's Report: - Progress data - Attendance - KS5 - School Development Plan - External views of the School, ie. Stakeholders, County, Parents	

26.	….. Continued • Deep Dives – when are they taking place? • More time to read Reports ahead of the meetings • Outdoor covered areas – when will they be completed? • Parents Evening numbers – has attendance dropped? • Could a glossary of terms and acronyms be included to help with understanding **Governors felt a more streamlined focussed report would be beneficial and DG agreed to put together and circulate a list of key items that Governors should be seeking assurance on.** ***MM managed to attend the meeting at approximately 7.00pm and discussion followed. MM answered the questions and agreed with the comments. MM assured Governors that future Reports would usually include all the above and stressed that the format of the current report had been agreed with HA-W and MD beforehand due to staff absences.***	
27.	**Policies** -None	
28.	**Chair's Items** 28.1 Reports and Accounts The Reports and Accounts March 2021 had been previously approved at the Finance, Property, Audit & Risk Committee with the recommendation they be approved and signed off by the Full Governing Body. **SW proposed and ME seconded. Reports and Accounts March 2021 approved and signed off by the Full Governing Body.** 28.2 Safeguarding Update HA-W reported on the meetings with Paul Fragle regarding Safeguarding. The School uses the Lincolnshire Safeguarding Children Partnership (LSCP) monitoring checklist and is fully compliant. The checklist comprises of yes/no and where evidenced tick boxes. HA-W advised that the necessary LSCP monitoring and assurance forms had been completed and returned to County confirming our compliance. **DG asked whether Governors could see a copy of the compliance form so they can see what actions are taking place going forward. HA-W agreed to organise this.** HA-W also confirmed that she has met with the Head of HR regarding the Single Central Register (SCR). The School is currently transferring over to a new system which should be fully up and running in February 2022. 28.3 Governors Skills Audit 2021 HA-W advised there is a new format for the NGA Governors Skills Set. **Each Governor has received an NGA Excel spreadsheet which needs to be completed and returned to AW by 7th January 2022.** The data will then be collated into a further spreadsheet ready for analysis of where our strengths and weaknesses are with a view to undertaking any necessary further training.	**HA-W**

28.	… Continued 28.4 Election of Safeguarding Link Governor 28.5 Election of SEN Link Governor HA-W advised that the above two roles were now vacant due to her election as Chair. There were no immediate volunteers and it was suggested that Governors receive a brief description of the roles so that an informed decision could be made. **HA-W agreed to work with AW to provide a job description of the roles and in the meantime would continue as Safeguarding Governor.**	**HA-W/ AW**
29.	**Any Other Business** A. Williams, Clerk to Governors, confirmed the compulsory Training Modules had been completed in line with the Governor Training Action Plan 2021 and copies of Certificates were held on file. **The next compulsory module 'Understanding School Finance' is due 20th April 2022**.	
30.	Date of next meeting: 20th April 2022 **Meeting ended: 7.20pm**	