Minutes of the Full Governing Body Committee

Wednesday 20th April 2022 at 6.00pm

Present: Mrs. A. Edlin, Mr. Chris Milnes, Mr. D. Gibbons, Mr. M. McKeown, Mr M. Savage, Mr. P. Beighton, Mr. M. Edgar, Mr. N. Potter, Mrs H. Allison-Warby, Mr. M. Staplelton

Apologies: Mr. M. Dunn, Mrs. S.Wilkinson, Mrs R. Knowles, Dr. S. Rowland **Minutes**: Mrs A. Williams, Clerk

20/04/22		**Actions**
31	**Welcome and Apologies:** HA-W welcomed the meeting. Apologies were received and noted.	
32.	**Declaration of interest in any items of discussion**: None	
33.	**Confirmation of the Minutes of the Previous Meeting:** 15th December2022 The minutes were agreed and signed as a true reflection of the meeting. **ME proposed, MSt. seconded**.	
34.	**Matters Arising**: HA-W confirmed that the compliance forms relating to Safeguarding would be presented to Governors for information at the next FGB meeting on 13th July 2022. HA-W also confirmed that M. Stapleton has taken on the role of SEN Governor and Chris Milnes is the Safeguarding Governor.	**HA-W**
35.	**Curriculum & Standards Committee update**: Matt Dunn offered his apologies for the meeting but provided a summary report for the meeting: **Curriculum 2022-2023** The C&S Committee approved the proposed Curriculum 2022-2023 pending final costings and approval by the Finance Committee. Highlights include: • Introduction of one lesson per week of SMSC (Spiritual, Moral, Social and Cultural) across all year groups. Lesson time has been reduced in either Personal Studies, Enrichment or Religious Studies to facilitate this. • Every year group still has a Religious Studies lesson with the opportunity to take RS as a full option at KS4. • In year 9 MFL and RS have been moved into the Option process giving space for SMSC and access to Enrichment lessons. **Quality of Education** • The Curriculum Review schedule is going ahead and is on track. It was reported that Students are enjoying the curriculum and staff welcomed the opportunity to discuss their individual subjects. CM, MD and AE will be shadowing upcoming reviews and will report back to the Curriculum & Standards Committee.	

35.	Continued …… **School Development Plan** • Discussions have taken place with MM and the Development Plan is confirmed and on schedule. Quality Assurance feedback has been good and has now changed from 'Orange' to 'Green'. **PB asked whether the Options had been processed into Year 9 and 10?** MM confirmed that they are currently being processed and all courses should be running at KS4 and KS5 with some flexibility. We are currently recruiting to increase the number of teaching staff. **PB welcomed the number of students studying Ebacc and asked whether that would remain?** MM confirmed that it should remain at approximately 50%.	
36.	**Finance & Property Committee update** Peter Beighton advised that we are at the half-way point in the financial year and the School finances remain in a very healthy position. Income is in excess of expenditure at approximately £300K. However, the forecast for the end of the financial year is cautiously placed at £200K due to the impact of increasing energy prices, especially electricity. The strategic picture is excellent, despite the rising fuel costs, and the Schools improving management of the finances is paying huge dividends as we are able to confront some of the projects within the School survey report which is in essence the 5 Year Property Plan. Some of the items in the report, (Gym roof and boilers) form part of the CIF bid which we are still awaiting the outcome. All other items are currently being addressed. **MSt. asked when we can expect to hear if our bid has been successful?** MM advised that we do not know as it was expected in March but we are still waiting. **HA-W asked whether we have a back-up plan for the costs involved if we are not successful with our bid?** MM advised that we are building up our reserves and the Foundation may be able to offer assistance if needed. MM confirmed the logistics of getting the work done quickly will be challenging and advised that the current boilers will most likely have to see us through another winter, a situation we have no solution for. **PB passed on his thanks to the Head, Anne Marie and the Finance team for their continuing hard work and management of keeping the finances on track.**	
37.	**Audit & Risk Committee update:** Mark Edgar advised that regular meetings have taken place with Anne Marie to discuss matters. The new finance system is up and running and manual reconciliations going back until last September have taken place without any concerns or problems. Going forward processes will be strengthened with departmental peer to peer auditing taking place to ensure best practice. It has been decided to split the Risk Register into smaller sections which is being worked through with a view to getting rid of the existing register and compiling a new one during the Auditors visit on 9th and 10th May 2022. The final section of the Register is currently being worked through and everything is fine and going well. **There were no questions and HA-W thanked ME, PB and MD for their updates and work on their individual committees.**	

38.	**Headteacher's Items** Headteacher's Management Report MM had previously circulated a copy of the latest Management Report and gave an overview of the contents which addressed several points raised by Governors at the previous meeting. The report contained 12 comprehensive sections and a summary was given on specific sections and questions and discussion followed. Highlights included: • Pupil numbers – relatively stable with lower year group now standing at 226. The number of pupils coming through next year has increased, we will be full and possibly oversubscribed which is welcome news. Sixth Form is less predictable, but applications are up on last year. • Attendance – significant dips due to Covid but still tracking at 89% overall slightly above national levels. **HA-W wanted to note that she felt the Classcharts points was a very good system and that students enjoyed the rewards and felt encouraged and motivated.** **CM asked about the impact of attendance on exams for Year 11.** MM confirmed that attendance for Year 11 was variable and running in line with the rest of the School. Attendance of less than 95% makes it difficult but most students are working hard and are feeling confident but regrettably there will be an impact. **AE asked whether students do schoolwork if they off with Covid?** MM confirmed that they do not do any schoolwork and they are marked in the register as 'ill' and not 'absent'. However, Covid absence is continuing to be monitored separately with a view to reviewing its impact. • Pupil Progress – discussed figures within the report and MM confirmed that the FFT50 grades (Fisher Family Trust) should be achieved. Overall, most students are meeting or exceeding expectation. • Pupil Premium students have caught up to their peers and are tracking higher than previous • SEND – discussed overview in the report. Our SEND numbers stand at 17.1% which is higher than National at 15.9%. MM confirmed there are challenges within the department with a staff member coming back from long term sickness. However, LSA's have stepped-up their roles significantly due to the current situation and we are looking to appoint further staff. • Safeguarding – numbers are relatively stable, exclusions however are higher than last year, six in total. • Student Voice – it was reported that Students were happy and felt well supported by teachers • Parental engagement – disappointing levels of parental engagement despite students going into exams. Further work needs to be done to improve engagement • Careers – MM confirmed the School has received the Gold Award for our Careers work • Staffing - staff absence figures discussed. MM confirmed there is a 3-stage approach regarding sickness. Covid accounts for a lot of the figures. **PB asked why our Careers work was so strong?** MM advised that we have good links with local employers; participate in National Careers Week; have built a dedicated Careers Hub with lots of resources, appointed a new Careers Advisor and engage in numerous careers activities with lots of time and energy being put in. **HA-W thanked MM and SLT for a very comprehensive and detailed report which gave Governors an extremely thorough review of the School.**	

39.	**Policies**: - None	
40.	**Chair's Items** SRMAT (Schools Resources Management Assessment Tool) HA-W confirmed that the SRMAT had successfully been submitted to the DfE. Governors had sight of the completed copy during the meeting.	
41.	**Any Other Business** Governor Training Action Plan AW, Clerk to Governors, confirmed the required Training Modules had been completed by the majority of Governors with only a few outstanding. **It was requested that any outstanding modules should be completed as soon as possible.** CM advised that the work on the Sensory Garden has been put on hold for the time being but confirmed that the Foundation has committed money for the project. MM discussed the existing structure of the Governing Body and our Articles of Association in terms of compliance and referred to the 'Providing Effective Governance' chart which had been circulated ahead of the meeting. Discussion also followed regarding the latest Government guidance which is no longer in favour of Staff being governors. Currently we are not in compliance as we require 3 'Members' one of which should be a representative of the Dean and Chapter. We also have 2 separate vacancies which need to be appointed from the Dean and Chapter as well as 3 separate vacancies from the Foundation. It was confirmed that it would be a lengthy legal and costly business to change our Articles of Association and therefore we should seek to become compliant as soon as possible. It was agreed that we should approach the Dean and Chapter regarding the vacancies. DG agreed to meet and liaise with HA-W to find someone from the Diocese to meet our needs. Further discussion took place regarding the position of Staff governors. Concern was expressed as Governors felt that Staff voice was indeed valuable. It was suggested that Staff could be invited to attend relevant Governor meetings to obtain their input or information could be gathered during the scheduled Curriculum reviews. **MM confirmed that Nigel Potter had agreed to move over to the Foundation Committee which would provide some Staff representation as he could then be co-opted onto the Governing Body by the Foundation.** **Following further debate and discussion the Governing Body agreed to follow the Government guidance and from September 2022 we will no longer appoint Staff governors.**	**DG/ HA-W**
42.	Date of next meeting: 13th July 2022 **Meeting ended: 7.45pm**	