

# Minutes

## Academy Governing Body



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**Held on:** Tuesday 8 May 2018 at 5.00 pm

**Place:** The School

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**Present:** Lyn Johnson - **Chair**  
David Kershaw  
Vicki Shelley  
Lois Whitehouse  
Mark Gore  
Paul Tuffin  
Graeme Anderson  
Anna Stacey  
Janet Powell

**In attendance:** Francis Peacock – Deputy Headteacher  
Lisa Henden – Deputy Headteacher  
Jane Durkin – Executive Business Director  
Kay Grainger – Headteacher’s PA / Clerk  
Matt Connor-Hemming – Assistant Headteacher  
Head Boy  
Deputy Head Boy  
Deputy Head Girl

### **1/18 WELCOMES AND APOLOGIES**

Apologies were received and accepted from Mike Draper and Kerry Routley.

Lyn Johnson welcomed Post 16 students to the meeting. Students spoke about the many events they have attended and duties undertook within their roles. Students expressed they have worked closely on closing the gap between main school and Post 16.

Mark Gore felt governors need to consider students and student voice in the future.

### **2/18 OPENING PRAYERS**

The meeting opened with a prayer from Graeme Anderson.

### **3/18 DECLARATION OF INTEREST**

There were no business interests declared in any items on the agenda.

### **4/18 MEMBERSHIP**

#### **Parent Governors**

Governors welcomed Peter Merrylees as a newly elected parent governor.

#### **Co-opted Governor**

Governors discussed the proposed appointment of a co-opted governor, who is the Senior Pastor of the RCCG church.

**ACTION: Vicki Shelley to invite Pastor to meet with Lyn Johnson and Mrs Shelley to discuss this position.**

#### **5/18 KEEPING CHILDREN SAFE IN EDUCATION BRIEFING**

Matt Connor-Hemming spoke as the Designated Safeguarding Lead regarding safeguarding training within school and to governors.

All staff receive annual training.

Lyn Johnson and Mark Gore are the 2 named safeguarding governors.

MCO requested all governors complete the online Prevent training and send completed certificates to Mrs Kay Arnold for our records.

**ACTION: MCO to forward PowerPoint presentation to governors.**

#### **6/18 CONFIRMATION OF MINUTES**

The minutes of the meeting held on 29 January 2018 were confirmed and signed.

#### **7/18 MATTERS ARISING**

- Page 1 – advise Dave Wallis that Hendon is spelt incorrectly (should be Henden) and her appointment is Deputy Headteacher.
- Charterhouse update requested. JDU advised the school had signed a Heads of Terms document and the process was still going through.

#### **8/18 CHAIR'S CORRESPONDENCE**

None.

#### **9/18 HEADTEACHER'S REPORT**

Vicki Shelley presented her report and outlined the following;

- **Exclusions** – a significant increase in fixed term exclusions highlights the changing nature of students in the school. Compared nationally Blue Coat are significantly below.
- **H&S** - there has been changes to the way we report incidents. A staff governor advised the meeting that there are a wide variety of first aid issues that are dealt with. First Aid provision in school was excellent.
- **Racism and Bullying** incidents were recorded and monitored using SIMS to ensure robustness. Staff are receiving training surrounding bullying and conflict and their differences. Claire Milbourne has established a student anti-bullying group.
- **Staff appointments/resignations** – a number of successful appointments have been made ready for the new academic year.
- **Staff absence** – a new Sickness Absence Policy has been implemented.

- **Student absence** – discussion took place concerning the figures presented. **ACTION: Vicki Shelley to obtain more details and report back.**
- **Key Stage 4 Data and Outcomes** – LHE discussed data in report. Year 11 mock exams were more high profile this year giving the students a greater experience.
- Progress 8 has increased since the last set of data with Maths and English both increased in their predicted data.
- Year 11 exam timetable is comprehensive with twilight revision sessions taking place the afternoon before the exam. After half term we will run afternoon revision sessions prior to the exam the next day.
- Year 10 is improving.
- Curriculum update: disparity on X and Y sides of the school. Lisa Henden has remodelled the curriculum for next academic year.
- Senior leaders were looking at alternative post 16 offers in addition to the traditional A levels; a suite of Btech courses and other non core curriculum areas would be offered. Post 16 numbers were looking positive at this stage.

***In response to a governor question it was reported that in Year 8 options we offer a broad and balanced curriculum. Students in Sets 1 to 3 follow the EBacc route and students in Set 4 are given the choice. Set 5 students are non-EBacc.***

- Post 16 offers are positive with over 280 applications.
- **Teaching and Learning** – the school continued to have positive Teaching & Learning outcomes.

The structure of the school day will change after half term, with the school reverting back to a single lunch time.

***Lyn Johnson and David Kershaw left the meeting at 6:00pm and Lois Whitehouse, Vice Chair, continued to Chair the meeting.***

#### **10/18 BUDGET 2018/19**

Accounts issued by Jane Durkin. Information still not received from ESFA. Awaiting notification of teachers pay award. Support staff were awarded the national 2% average.

Governors **approved** the budget for AY18/19.

#### **11/18 VERTICAL TUTORING**

Staff governors and relatives of staff withdrew from the room.

Pastoral restructure has been given approval by Lyn Johnson.

New pastoral staffing structure was explained to governors.

Governors **confirmed and agreed** proposal.

## **12/18 REPORT'S OF COMMITTEE'S**

### **(i) Finance Committee**

Item discussed previously as part of Item 10. Advised a new Assistant School Business Manager had been appointed and started today.

### **(ii) Progress, Performance and Standards Committee**

Nothing to report as meeting scheduled for 21 May 2018.

## **13/18 SCHOOL POLICIES**

The following policies were considered and **approved**;

- **Finance Policy**
- **Delegation of Authority Matrix**
- **Probationary Policy**

In addition, all **GDPR policies** had been circulated and **approved** by governors.

## **14/18 DATES OF FUTURE MEETINGS**

Governors **agreed** the dates of the future meetings as;

Tuesday 10 July 2018 at 5.00pm

## **15/18 OTHER URGENT BUSINESS**

No business notified.