

Minutes Academy Full Governing Body



Blue Coat
Church of England School
& Music College

Held on: Tuesday 12 November 2019 at 5.00 pm

Place: Blue Coat School

Present: Lyn Johnson - Chair
David Kershaw
Vicki Shelley
Mike Draper
Jane Durkin
Mark Gore
Lou Peet
Anna Stacey
Matt Connor-Hemming
Graeme Anderson
Paul Tuffin
Peter Merrylees
Josh Boxall
Lois Whitehouse

In attendance: Francis Peacock – Deputy Headteacher
Lisa Henden – Deputy Headteacher
Kay Grainger – Clerk to Governors

1 WELCOMES AND APOLOGIES

No apologies received.

2 OPENING PRAYERS

The meeting opened with a prayer from Graeme Anderson.

3 WELCOME TO NEW STAFF & COMMUNITY GOVERNORS

- LJO welcomed Josh Boxall, new Staff Governor and Matt Connor-Hemming, new Community Governor to the meeting.

4 DECLARATION OF INTEREST

- MGO advised Dofl to be amended as now Director of Board at IET.
- LWH to be amended as CEO of IET
- DKE to be amended as Trustee of IET.

5 PRESENTATION – INSPIRE MAT VISION – L Whitehouse

- Power Point distributed and talked to.
- Conversion into the Inspire Trust hopefully February/March 2020 due to land conversion issues.
- Free School bid submitted and expect to hear April 2020.
- Governor attendance – governors need to be advised that individuals need to achieve 90% or higher.
- LJO advised Vision, Ethos, Strategic Direction all need to be part of the LGB Scheme of Delegation and asked what the long term vision for Blue Coat was within the IET.

- LWH advised lots of Teaching and Learning opportunities for subject leaders across primary and secondary. Sharing of the Blue Coat 'brand' i.e. facilities such as Music, Theatre, Finance provision.
- DKE stressed the ethos and commitment of the Blue Coat staff was an opportunity to share this with a number of schools in the Trust and that there was a lot to learn and give to make us stronger.
- PTU advised Blue Coat can learn from primary with sharing best practice of high level of understanding at Years 5 & 6.

6 ELECTION OF CHAIR/VICE CHAIR/COMMITTEE CHAIRS

- Discussion re: deferral of elections until MAT conversation taken place.
- Governors agreed to go ahead with elections.
- **Chair:** L Johnson nominated by M Gore; seconded by M Draper. L Johnson prepared to stand and duly elected.
- **Vice Chair:** M Draper nominated by L Johnson; seconded by D Kershaw. M Draper prepared to stand duly elected.
- **Committee Chairs:**
Finance Chair: to be elected at next Finance Meeting on 19 November. Additional governor required.
PPS Chair: M Gore nominated by L Johnson; seconded by P Tuffin.
Safeguarding Governor: to be addressed at a later meeting.

7 CONFIRMATION OF MINUTES

- Minutes of 9 July 2019 confirmed.
- Minutes of 1 October 2019 confirmed.

8 MATTERS ARISING FROM THE MINUTES

- 9 July – Item 5 – Online Safeguarding Training – governors to ensure they complete this training.
ACTION: PTU to contact KAR (Kay Arnold, DSL) re: Headteacher of primary school so training is up to date.

9 CHAIR'S CORRESPONDENCE

- LJO received letter of resignation from E Etomi with immediate effect.
- LJO received letter of resignation from L Whitehouse wef 30 November and with immediate effect as the Vice Chair of the FGB.

10 HEADTEACHER'S REPORT

- Page 3 – Self Evaluation – new Ofsted judgement framework used and SEF also distributed.
- Exclusions – reduction from Autumn 1 18-19.
- Page 4 – H&S – large amount of illness for both students and staff.
- Page 5 – Racism/Bullying – issues dealt with in line with the Behaviour Policy.
- Anti Bullying processes explained to governors and advised Post 16 Head Team lead with students.
- **Governor: is there racism that isn't reported?**
LMA advised no, believe racism is very low within school. Very aware of political climate and comments dealt with in appropriate ways.
- Page 6 – Appointments/Resignations – all leavers receive an Exit Interview with VSH.
- Page 7 – Staff Absence – looking to improve presentation of data using ISDR.
- **Governor: asked regarding return to work interviews.**
VSH advised these do take place, and is a tiered process dependent upon level of absence.
- Student Absence – shown by House and compared to the national average.
- **Governor questioned what an authorised absence was.**
LMA explained absence criteria and recording of AM/PM sessions.
- Discussion took place re: long term absence and the pressure placed on the remaining staff. Governor queried this and asked what action the school took.

LJO recognised that we have duty of care to our staff and suggested this discussion is taken to the next Finance Meeting. LWH advised that this was best placed to be addressed as a staff welfare/well being issue and taken to the next PPS Meeting. **ACTION: MGO/KGR to place on next PPS Agenda.**

Governor asked if we have absence insurance. JDU – no this is too expensive. **ACTION: LJO requested a cost analysis of cover expenses.**

Governor wished it noted that the school is facing extraordinary issues due to the shortage of educational funding.

- Page 10 – Curriculum and Progress – pleased with all results. Post 16 numbers are very healthy.

11 REPORTS OF COMMITTEES

i) PPS Committee

- Pastoral system – positive feedback.
- Exam results also very positive. Some subject concerns but appropriate actions are being taken.

ii) Finance Committee

- Met with auditors this evening.
- Next meeting 19 November to review audit report.
- Audit to be presented at AGM on 5 December.

12 SCHOOL POLICIES

- Governors had previously received policies. Governors to review policies and advise if concerns by end of November when policies would then adopted.
- Governor Allowance Policy discussed. Governors agreed to continue this policy and make terminology amendments. **ACTION: KGR**

13 GOVERNORS ROLES AND RESPONSIBILITIES

- LJO thanked those on the working group to create the Governor Strategic Plan.
- Aspirational plan to also show supporting evidence.
- CHRIST values to sit within the plan. SIAMS inspection could see that built into the strategic vision of governors.
- LJO asked the governors if they felt this was an appropriate strategic view and that it reflected the Board's view.
- Governor queried the next point of action and asked how the bullet points are actioned.
- Governor asked how this document relates to the schools' SDP and how is it different?
- LJO advised the document shows the strategic view of governance and how we can evidence that.
- Discussion took place re: how this plan underpins the schools' SDP.
- VSH advised that all items in the governance plan is in the SDP and governors can be proactive in looking at evidence that supports the SDP.
- Governors accept plan and to be revisited as to how it is actioned at future agenda item.

14 DATES OF NEXT FGB MEETINGS

- AGM – 5 December 2019. P Tuffin & G Anderson give apologies.
- 11 February 2020.
- 5 May 2020.
- 7 July 2020.

15 ANY OTHER BUSINESS

- Copy of Post 16 prospectus issued – Open Evening next Tuesday, all welcome to attend.
- JBO advised the meeting he was delighted to be part of the Full Governing Body.

Meeting closed at 7:10pm