

Minutes Academy Full Governing Body



Blue Coat
Church of England School
& Music College

Held on: Thursday, 21 May 2020 at 1.00 pm

Place: Blue Coat School

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

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

1 WELCOMES AND APOLOGIES

LJO welcomed all the meeting. No apologies.

2 OPENING PRAYERS

The meeting opened with a prayer from GAN.

3 DECLARATION OF INTEREST

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

4 CONFIRMATION OF MINUTES

- The minutes of the meeting held on 11 February 2020 were confirmed signed off electronically.

5 MATTERS ARISING FROM THE MINUTES

- Curriculum and Standards Committee met 2 weeks ago.
- Finance Committee last met in March.
- IET Finance Committee met 2 weeks ago where MDR and VSH joined the meeting.
- Blue Coat Finance committee to continue til the end of the financial year with another meeting to be arranged. **ACTION: KGR to arrange meeting date.**
- For information: Beth Manning will be moving to the Trust wef 1 June.
- Trust undertaking a review of governance. MDR observer of IET Finance Committee.
- MDR invited to be permanent member when full governance implemented.
- Blue Coat is now a Local Governing Body.

- Blue Coat finances move across to the Trust at the end of the financial year. Local Governing Body to provide a monitoring role within work of the school/behaviour/progress/staff wellbeing/duty of care.
- DKE no longer has a governor role on the LGB but remains as an Observer.
- LWH no longer has a governor role on the LGB as appointed to CEO of the Inspire Education Trust.
- Therefore we have two Foundation governor vacancies and need to look for suitable candidates. Suitable personnel will need to be approved by the Trust, not the Bishop as was previous practice.
- **ACTION: LWH/LJO to discuss the composition of the Blue Coat Local Governing Body.**
- LWH advised an external review of Trust governance was currently being undertaken. Recommended that Trust Directors are not part of an LGB but remain independent i.e. Mark Gore. **ACTION: Agree to look at LGB structure once Trust review has taken place.**
- Prospective governor. LJO/VSH not met with him to date. LJO feels that cannot action appointment until lockdown has relaxed. To be put on hold until a suitable time.

6 COVID-19 REPORT

- VSH thanked all governors for their support during this unprecedented time.
- Report issued to governors prior to the meeting.
- **Governor asked if all staff are fit and well.**
- VSH advised there was no sickness in the staff group but some staff in the highly vulnerable category.
- LHE maintaining a closely monitored staffing list.
- **Governor asked if mental wellbeing of staff was positive.**
- VSH advised that the School had good systems in place and feedback received from staff was positive.
- Staff governor advised the rota was working very well. Staff are appreciative of the respite and recovery time.
- Governors were also advised that Dave Roberts, an ex-teacher of the School was unwell at present and he be kept in your thoughts and prayers.

Home Schooling

- Document issued prior to meeting.
- Looked at percentage of work completed in all year groups. Those who haven't completed any have received calls from the pastoral teams.
- Stationery packs have been delivered to students where needed.
- Some online tutorials have taken place to engage students.

Appeals

- Appeals system still taking place.
- 22 appeals for Year 7 places in September. Last year was 43.
- 898 applicants for 265 places.
- All papers have been sent to relevant parties with Stage 1 being a paper based process and Stage 2 a mix of video/phone/paper systems.

Reopening

- Currently awaiting government guidance. No changes from 1 June at Blue Coat.

L Whitehouse left meeting at 2pm.

Free School Meals

- All Pupil Premium students accessed Asda vouchers at the start of lockdown.
- Edenred was then introduced by the government scheme with no parent being disadvantaged at Blue Coat.
- FSM continued over the school holidays.
- All parents have been contacted to confirmed receipt and use of vouchers.
- **Governor queried if FSM to be issued over May half term.**
- PTU advised the government is not funding over half term. VSH to confirm with ATO and speak with the Trust.

- Cost for half term would be £3200. **Governors agree that if no government funding over half term then Blue Coat will fund over half term.** Advised IET is not funding their primary school FSM over half term.

P Tuffin left meeting at 2:15pm

- Discussion on support staff rota. Governor advised that peripatetic staff were hugely appreciative of care and concern Blue Coat has shown.
- [Governor queried new Year 7 transition process.](#)
- VSH advised that this process had been underway for a number of weeks. Met with 57 primary schools so far. We will set up a virtual tour of the school to be put on the website and a pack will be sent out to students over the summer holidays.
- No transition day will take place and we are still unsure what a September start will look like.
- [Governor asked if we are making contact with vulnerable children.](#)
- VSH advised that this has been achieved and phone calls are being made by SLT/House teams and KAR weekly.
- [Governor asked if the government scheme laptops for vulnerable children has been received.](#)
- VSH advised that no, all paperwork had been submitted but nothing received to date.

7 OFSTED

- Report issued to governors and staff.
- Ofsted Action Plan is in place at the first stage.
- Blue Coat has employed a School Improvement Partner who is currently a Headteacher out of area. He will be involved for 10 days over the academic year as well as VSH appraisal process.
- Work has been done on SEN – full time SENCO in place. Considerable amount of work being done.
- Work is also being done around Behaviour and Tracy Watkins, Consultant has been recruited until a permanent Deputy Head is in post.
- VSH is reviewing the SLT structure. FPE will be leaving at the end of the academic year.
- Advert for Deputy Head has gone out, though we will not recruit to post til Autumn Term. Zoom interviews for initial shortlist candidates will take place in June.
- [Governor enquired re: 3 year KS3; will this undo gains by KS4 dropping an option?](#)
- VSH advised no, this doesn't undo any gains. Reflection on 2 year KS3 felt we were unable to achieve a full understanding and foundation of knowledge.
- [Governor asked if the Year 10 English Language exam entry would go ahead.](#)
- VSH advised yes, we will continue to do so. This year's Year 10 will get a centre assessed grade.

8 ANY OTHER BUSINESS

- FPE/Charterhouse liaison replacement to be confirmed.

Meeting closed at 2:40pm