



FULL GOVERNING BODY MEETING

24.11.21 at 6.00 pm
Blended

Governors	Type	Present/Apologies received
Mick Poole	LA Governor – Acting chair	Present
Kate Higham	Headteacher	Present
Emma Thompson	Co-opted Governor	Present
Emily Russell	Staff Governor	Present – Zoom
Trudy Topp	Co-opted Governor	Present – Zoom
Sofia Khwaja	Co-opted Governor	Present – Zoom
Tracey Casey	Co-opted Governor	Present
Clerk	Sandra Backhouse	
1	Duncan Cope has retired from The Governing Body and Chair Mick Poole has stepped up as Acting Chair after Governors unanimously voted him in Sandra Blake has resigned for personal reasons	
1	Apologies – See above	
2	Declaration of Interests – None	
3	Previous Minutes – Minutes were deemed a true reflection of the meeting – approved.	
4	Covid Update 5 cases 2 weeks ago., 2 currently. No evidence of spreading amongst the school population. All from positive households. We have advised parents not to send children to school who have a family member with Covid, even though it is again Government guidance. We have kept all our restrictions. Q: vaccinations? A: Done, last week. However only 10% uptake. Q: Was the nasal flu done? A: yes – all done – good uptake for that.	
5	Headteacher's Performance Management Mick and Emma confirmed that this had been undertaken successfully	
6	Policies <u>Health & Safety</u> Q: Is it new A: no – no changes – Statutory from the Borough. Health & Safety Governor (Trudy) is going to walk the school during Term 3	

	<p><u>Early Career Teachers</u> This policy is based on a standard policy which was tweaked for our setting. This is the first year we have had Early Career Teachers (ECT), but we now have a programme in place and we have 2 at the moment.</p> <p><u>Educational Visits</u> There is some cross-over to the health & Safety Policy. Kate will make sure they match, at the moment they don't. Section 7 in the Health & Safety Policy</p> <p>Governors approved all policies subject to the notes above.</p>	
7	<p>Teacher's Pay Progression All targets are linked to the Development Plan Only those in green on the table are eligible for pay progression – those that are blank are not eligible Q: Why are they not eligible? A: usually because they have reached the top of their band, and would need to move to senior team. The headteacher explained all queries to Governors satisfaction and Governors approved the pay progressions unanimously</p>	
8	<p>Surveys <u>Safeguarding</u> Very positive and really thorough survey. Only minor actions out of it. One of them is to put in Peer on Peer Abuse report to Governors – you will find it in the HT's report</p> <p><u>Parent</u> 60% return – very, positive and really lovely comments from parents across all phases. One thing that cropped up is what are the post 16 options – not enough information. A letter will go out at Christmas to KS4 & 5 parents</p> <p><u>Staff Wellbeing</u> Teacher - a recurring theme was not enough communication, however there was one complaint that there was too many emails! TA – again, communication is thought a problem. There were more dissenters amongst the TAs, with 13 not happy. Q: Are the results of the survey being fed back to staff. A: Yes, reports will be prepared with an Action Plan and will be distributed.</p> <p><u>Pupil Questionnaire</u> A bit varied. I couple of tutor groups were discontented and Tutors have been informed. A lot of children did not know what their progression path would be post 16.</p>	
9	<p>Staffing/Recruitment. Started the year 6 TAs down. We have 2 new ones. We have adverts out for TAs, both for main school and a separate one for Sixth Form. It is a massive national problem – there is a TA shortage. Q: What about teaching staff? A: Absolutely fine. We have the following adverts out: Sign Language TA, Deputy Safe Guarding Lead, Speech Therapist, Carers and an HLTA</p>	

8	Headteacher's Report No queries or questions		
9	SEF & Development Plan – Standing item Refer to the HT's report, second page – this is taken from the Development plan.		
10	Governor Monitoring Visits Tracey completed a Safeguarding visit. Sofia will prepare a paragraph of the Assemblies Sofia will do a visit and do joint observations with Kate. Kate will let her know which days. Mick completed the Careers monitoring Emily will complete a monitoring visit of Sixth Form during Term 3		
11	Safeguarding – Standing Item The focus is: staff training & regular review of safeguarding policy. sexual harassment and peer on peer abuse. Students' understanding of contextual safeguarding. Safer systems implementation		
12	Academy – Standing item Working group with staff has been set up. There will be a report for the next governors meeting.		
	Governance matters Clerk to send out parent letter.		
17	Any Other Business		

Meeting ended 19:30
Next Meeting Wednesday 19 January 2022