



## MINUTES OF THE FULL GOVERNING BODY

<b>Date   Time</b>	Wednesday 22 <sup>nd</sup> September 2021, 5.30pm	<b>Location</b>	Virtual Google Meet		
<b>Attendees</b>	<b>Initials</b>	<b>Title</b>	<b>Attendees</b>	<b>Initials</b>	<b>Title</b>
Dave Alexander	DJA	Head Teacher	Ian Welch	IW	Co-Opted
Sally Winterbottom	SW	Co-Opted	Di Caesar	DC	Co-Opted
David Martin	DM	Local Authority	Katie Norton	KN	Co-Opted
Chris Wiggins	CW	Co-Opted	Adrian Peatman	AP	Partnership
Jane Barker-Doe (6.30pm)	JBD	Parent	Harriet McGill	HM	Parent

Apologies	Initials	Reason
Absent	Initials	

In Attendance	Initials	Title
Sharon Cunningham	SC	Deputy Head Teacher
Kerala Cole	KC	Assistant Head Teacher
Steve White	STW	Assistant Head Teacher
Ben Cheeseman	BCH	Assistant Head Teacher
Mike Merriman	MRM	Wider SLT Member
Nikkie Morrissey	NMO	Clerk to Governing Body

### Procedural Matters / Ensuring Accountability

#### Agenda Item 1: Election of Chair & Vice Chair (Lead: Clerk)



A nomination for Ian Welch to stand as Chair was put to the Governing Body by Dave Alexander, seconded by Chris Wiggins and agreed by Governors present. Ian acknowledged he would be willing to stand as Chair for a final fourth term.

The meeting was handed over to the Chair to continue.

A nomination for David Martin and Di Caesar to stand as Vice Chairs (in a shared role) was put to the Governing Body by Dave Alexander, seconded by Katie Norton and unanimously agreed by Governors. The shared role was accepted by David and Di.

The Governing Body discussed the importance of succession planning for the role of Chair. Any governors interested in taking on the role of Chair in the future were invited to make themselves known to IW ahead of the Strategy Day being planned in Term 2.

Discussion also took place around current membership and the possibility of a smaller constitution in the future. It was agreed that the Governing Body would need to have a clear idea of the school's strategy going forward before reviewing membership and ensuring the Governing Body has the right skills to support the school.

A staff election and parent election are being scheduled to take place this term to fill vacancies on the Board of Governors.

Action Items	Person Responsible	Deadline
Succession Planning for Chair – Governors invited to express interest to IW if interested in role of Chair	Governors	By Term 2
Membership Vacancies – Staff & Parent Elections to take place	Clerk	By end of Term 1

## **Agenda Item 2: Welcome & Apologies (Lead: Chair)**

No apologies – all governors present at the meeting.

## **Agenda Item 3: Pecuniary Interests / Conflicts of Interest (Lead: Chair)**

No interests / conflicts declared.

## **Agenda Item 4: Any Other Business for Consideration (Lead: Chair)**

Further additional items of business for discussion requested:

1. Norman Hill usage (CW)
2. Student covid vaccinations (STW)
3. Non-recurrent investment update (KN)



## Agenda Item 5: Minutes of Previous Meetings (Lead: Chair)

The minutes of the previous meeting held on the 14<sup>th</sup> July 2021 agreed as a true record and accepted.

JBD reported that unfortunately she was unable to make the meeting as mentioned in the minutes with KCO.

CW reported that he is yet to meet with MRM.

## Agenda Item 6: Outstanding Matters for Discussion (Lead: Chair)

The log of outstanding matters / action log was reviewed and updated to reflect all actions taken.

## Strategic Matters / Ensuring Accountability

### Agenda 7: Multi Academy Trusts – Working Party Update (Lead: DJA)

DJA provided an overview of the current position regarding Academies and the Cam & Dursley Partnership, referring to the 3 reports circulated with the papers and asking governors to consider the following options:

1. Endorse the continuing effort to create a successful Cam & Dursley Partnership;
2. Decide on timescales for the exploration of MAT routes;
3. Perform due diligence around such choices, informed by the following in each school in the Partnership – estate management, staffing, financial balances, governance, demographics of student intake and prognosis of numbers in each school over the next 5 years.

The following points were noted during discussion:

- Development of Partnership supported by the Governing Body;
- Opportunities to be recognised for a true partnership working – learning from others, sharing learning, creating opportunities for all;
- Ideally be in charge of our own destiny;
- Corinium Trust – opportunity for Partnership to join the MAT as a hub; value worth exploring as matches the school's ethos;
- Rednock being lead school within a MAT should not be default position – will be for Governing Body to manage and mitigate risks and support and interests of all schools within MAT supported and retaining their own identities;
- Needs to be an equitable partnership, no need for hierarchy.

Following discussion, the following actions were agreed:

Action Items	Person Responsible	Deadline
Continue working to create a successful Cam & Dursley Partnership; request for 2 governors to be on board of Partnership	DJA	Continuing



MAT Working Party – purpose / remit of working group to be defined and tasks allocated to members of the working party to lead on; FGB to be kept updated with interim reports, by email	DJA	Continuing
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**Monitoring & Evaluation / Ensuring Accountability**

**Agenda Item 8: Review 2021 Exam Results KS4 & KS5 (Lead: SCU)**

SCU provided an overview of both the KS4 and KS5 2021 exam results following the school’s submission of its Teacher Assessed Grades, noting specifically:

KS4:

- Grades determined by a set of national standards;
- Both internal and external quality assurance processes to ensure consistency;
- Total of 15 Stage 1 appeals received from 7 students, resulting in 3 grade changes (increase) as a result of 1 admin error and 2 procedural errors;
- All issues resolved at school level (no appeals proceeded to Stage 2);
- Boys, Non-PP, EAL and SEN E students performed in line with their targets;
- Focus for the coming year on the cohort of students identified achieving grades between 1 – 3.

KS5:

- TAG process produced some very strong individual results with strong outcomes for many students.

KN thanked SCU for the helpful papers, recognising the work involved in the TAG process. KN sought assurance that everything is being done to continue to support the school in reducing the gaps between boys and girls and with PP students as impact of interventions are not yet visible.

In response, BCH reported that he would be reviewing the PP Strategy Plan and would welcome governor input.

SCU confirmed that PP / Closing the Gap would be added to the School Improvement Priorities.

The report was **NOTED**.

Action Items	Person Responsible	Deadline
PP Strategy Plan to be reviewed – Governor input requested, interested governors to email BCH	BCH	End of Term 1
PP / Closing the Gap Priority to be added to the SIP	SCU	End of Term 1

**Agenda Item 9: School Improvement Plan Priorities 2021 | 2022 (Lead: SCU)**

SCU provided an overview of the SIP Priorities for 2021 | 2022. The report was produced following a meeting with SW and HM and a decision to RAG rate performance measures with Governor support being required for Red rated measures.



Discussion raised the following comments from governors:

1. Addition of success criteria and mini milestones;
2. Capture of softer data around student / staff / parent experience of Rednock School;
3. Indicator of progression for staff for each of the improvement priorities allowing for increase in staff confidence making the document more holistic;
4. SIP based around quality of education – important not to miss this;
5. Emphasize Pupil Premium in the SIP.

The Governing Body NOTED the report and thanked SCU for the clear and concise document.

Action Items	Person Responsible	Deadline
SIP Priorities and performance measures to be reviewed to address comments raised	SCU	End of Term 1

DM left the meeting at 7pm

### Agenda Item 10: Agree Appropriate Targets for Student Progress 2021 | 2022 (Lead: BCH)

The Governing Body received and note the report and proposal for KS4 & KS5 student targets for 2021 | 2022.

BCH reported that the proposed targets had been set following a meeting with SCU, SW & HM.

The Governing Body agreed to accept the proposed set targets of FFT 50 for KS4 and the proposed targets for KS5, noting that the school will work towards 'aspirational' targets.

### Accountability

### Agenda Item 11: Review Standing Orders of the Governing Body (Lead: Chair)

A copy of the Governing Body's Standing Orders was circulated with the papers, prior to the meeting.

No changes reported.

Decision: Unanimous agreement to adopt the Standing Orders for the 2021 | 2022 academic year.

### Agenda Item 12: Code of Conduct of the Governing Body (Lead: Chair)

The Governing Body received and noted the Code of Conduct for Governors, as agreed at the meeting on the 14<sup>th</sup> July 2021.

### Agenda Item 13: Calendar of Meeting Dates 2021 | 2022 (Lead: Chair)

The Governing Body received and noted the meeting dates for the forthcoming academic year.



## Agenda Item 14: Head Teacher's Report (Lead: DJA)

The Governing Body received and noted the report provided by the Head Teacher.

## Agenda Item 15: Policy Reviews (Lead: Senior Leadership Team)

### Proposed Admission Arrangements Entry 2023:

The proposed Admission Arrangements for 2023 were presented to the Governing Body. Published Admission Number (PAN) still stands at 235 per year group; no changes to admission criteria to be made.

Decision: Proposed Admission Arrangements for 2023 APPROVED by the Governing Body.

Action: Clerk to forward the proposed arrangements to the Local Authority.

### Accessibility Policy and Plan:

The Governors noted the revised policy provided by KCO.

Policy APPROVED.

The Governors noted that the plan provided was in draft form and awaiting further input from SLT and the Link Governor. The plan will be reshared with the Governing Body for approval when finalised.

KN sought assurance as to how the Accessibility Plan will be monitored and the line of sight for the Governing Body.

In response, KCO confirmed that the plan will be reviewed at least annually by members of the SEND team, the SLT and the Link Governor for SEND and subsequently reported back to the Governing Body.

### Privacy Notice – Students and Parents:

No changes to report.

Privacy Notice ENDORSED.

### Privacy Notice – Governors

The Clerk confirmed that the Privacy Notice for Governors had been drafted and passed to the school's Data Protection Officer to ensure probity around content. It was agreed for the Privacy Notice to be shared with Governors via email for endorsing before the end of the term.

Action Items	Person Responsible	Deadline
Proposed Admission Arrangements 2023 – to be forwarded to the Local Authority	Clerk	By end of Term 1
Accessibility Plan – to be finalised and shared with GB for approval	KCO	By end of Term 1



Privacy Notice Governors – notice to be shared for endorsing	Clerk	By end of Term 1
<b>Other Matters</b>		
<b>Agenda Item 16: Any Other Business</b>		
<p>1. CW raised a question around the usage of the site at Norman Hill for the weekly car boot sale, particularly around the charge being made for the hire of the ground and around accidents and liability. STW confirmed that he would be reviewing the nature of external school bookings and charges and would share CW's concerns with the Facilities Manager and Finance Manager around liability and respond to the Governing Body with an update. Assurance around the integrity of the Changing Rooms building was also sought by the Governing Body.</p> <p>2. STW informed the Governing Body that the planned covid vaccinations for students aged 12 + were being planned to take place in school the last week of Term 1; the programme is being run by the NHS and consent will be sought from parents for the vaccination to take place.</p> <p>3. KN sought clarification with regard to the progress made following the additional infrastructure support and activities procured through the additional finances for non-recurrent expenditure. DJA reported that an update report was planned for the Audit Committee at their next meeting. However, it was agreed that a report on the progress and impact of the additional resources should become a standing agenda item on Full Board meetings this year.</p>		
<b>Action Items</b>	<b>Person Responsible</b>	<b>Deadline</b>
Norman Hill usage – respond to concerns raised around liability	STW	By end of Term 1
Progress report on investment – standing item on agenda for full board meetings	Clerk	By end of Term 1
There was no further business and the meeting closed at 7.30pm.		

Confirmed as a true record and accepted by the Governing Body

15th December 2022

Ian Welch  
Chair of the Governing Body