



MINUTES OF THE FULL GOVERNING BODY

Date Time	Wednesday 5th July 2023, 5.30pm	Location	LRC, Rednock School		
Attendees - In Person	Initials	Title	Attendees	Initials	Title
Katie Norton (Chair)	KN	Co-Opted	David Alexander	DJA	Head Teacher
Keir Hague	KH	Co-Opted	Jane Barker-Doe	JBD	Co-Opted
Helen Craig	HC	Staff	Robert Miles	RM	Parent
Simon Herbert	SH	Parent	Adrian Peatman	AP	Partnership
Sarah Telford	ST	Co-Opted	Chris Wiggins	CWi	Co-Opted
Chris Wardle	CWa	Parent			

In Attendance	Initials	Title
Sharon Cunningham	SC	Deputy Head Teacher
Ben Cheeseman	BCH	Assistant Head Teacher
Mike Merriman	MRM	Assistant Head Teacher
Kerala Cole	KCO	Assistant Head Teacher
Demelza Barker	DB	Assistant Head Teacher
Steve White	STW	Assistant Head Teacher
Nikkie Morrissey	NMO	Clerk

Apologies	Initials	Title	Reason
David Martin	DM	Co-Opted	Prior commitment, made before change of date to meeting
Di Caesar	DC	Co-Opted	Prior commitment, made before change of date to meeting
Ian Welch	IW	Co-Opted	Work commitments

Procedural Matters / Ensuring Accountability

Agenda Item 1: Welcome & Apologies (Lead: Chair)

KN welcomed colleagues to the last full board meeting of the academic year and to DJA's last meeting ahead of his pending retirement.

Apologies had been received from, and were accepted for DM, DC and IW.

Agenda Item 2: Pecuniary Interests / Conflicts of Interest (Lead: Chair)

No interests / conflicts declared.

**Agenda Item 3: Any Other Business for Consideration (Lead: Chair)**

There were no further items to consider under any other business..

Agenda Item 4: Minutes of Previous Meetings (Lead: Chair)

The minutes of the meeting held on the 24th May 2023 were agreed as a true record and accepted.

The minutes of the extraordinary meeting held on the 24th May 2023 were agreed as a true record and accepted.

Agenda Item 5: Outstanding Matters for Discussion (Lead: Chair)

The action log was reviewed and updated to reflect the current position.

A copy of the current action log can be found here.

It was taken that all papers had been read in advance and the meeting would focus on areas of discussion.

Governance and Overview

Agenda Item 6: Chair's Report

The Governing Body received and NOTED the Chair's report setting out an overview of actions taken by the Chair on behalf of the Governing Body.

Governance Arrangements:

On behalf of the Governing Body, KN expressed her thanks to AP, HCR and IW stepping down at the end of the school year. All have been valued members of the Governing Body and their input greatly valued and will be missed.

The processes for filling the vacancies are now underway.

Committee Arrangements:

The revised terms of reference for the MAT Committee, drafted to reflect the extended remit to a wider strategic partnership were received and APPROVED by the Governing Body.

Governing Body Developments:

In addition to the GCC Governor training programme being circulated to governors for information, a session on Ofsted Readiness with Simon Rowe, Senior HMI has taken place. The session with Simon Rowe was hugely helpful and a copy of his presentation will be made available for governors to view.

Headteacher Recruitment:

A number of meetings and conversations have taken place to support a smooth transition for Mike Stratford in September.

As part of the recruitment process, candidates undertook an exercise to review the most recent responses to the staff, student and parent surveys. Given the importance of the issues raised in the surveys, they will be considered



together with the response from the Senior Leadership Team, in detail at the first OPEC meeting in Term 1 and reported back to the Full Governing Body.

Strategic Development:

KN reported that following the Government’s intention to publish the School Teachers Review Body recommendations and its responses in late July, the implications for the school budget will need to be considered and the disruption of any ongoing national disputes.

The DfE’s commitment to the White Paper’s objectives remain and it was noted that the school sits within the category where an Ofsted inspection will be undertaken by July 2024. It was suggested and agreed that the Chair should write to Ofsted to confirm that the school will have a new Headteacher in post from September and that any inspection later in the year would be helpful to give the school time to settle down.

Action Items	Person Responsible	Deadline
Presentation from Simon Rowe to be made available to all	Clerk	Immediately
Issues raised in the staff, student and parent surveys to be considered together with SLT responses at OPEC Term 1 & reported back to Full Governing Body	Clerk - OPEC Agenda	Term 1
Chair to write to Ofsted to request possibility of any inspection calendared for the school takes place later in the school year	Chair	Immediately

Agenda Item 7: Head Teacher’s Report

The Governing Body received and NOTED the report provided by the Head Teacher, which covered a broad range of issues.

Of particular note, Governing Body attention was drawn to the following areas:

Strikes: DJA reported that all four educational unions have balloted their members on strike action for the new academic year, coordinating their action to strike and the possibility of the school having to close completely on these strike days.

SEF: DJA reported that the current SEF will be reviewed in line with the summer external results in the first term of the new academic year.

Behaviour Reports: DJA reported that improving the behaviour of all students continues to remain a focus across the school, to limit the impact of disruption to the learning environment from some students.

Health & Safety: DJA expressed his thanks to AP for the measured and wise advice given during his time as the Health and Safety link governor. AP was also thanked for the comprehensive handover report provided to the new link governors - Simon Herbert and Sarah Telford.

Agenda Item 8: Reports from Committees

Audit & Assurance Committee:

The Governing Body received and NOTED the report from the Audit & Assurance Committee, providing a summary of the key issues discussed at the meeting on the 14th June 2023.

In DM’s absence, KN reported that although the school remains in a strong financial position, any unfunded pay award would not be manageable.



Outcomes, Performance & Experience Committee:

The Governing Body received and NOTED the report from the Outcomes, Performance & Experience Committee, providing a summary of the issues discussed at the meeting on the 22nd June 2023.

MAT Committee:

The Governing Body received and NOTED the draft minutes of the MAT Committee, tabled at the meeting, providing a summary of the key issues discussed and considered at the meeting on the 28th June 2023.

Agenda Item 9: Complaints 2022 | 2023 Annual Review of Formal Complaints Received (Stage 3 & Stage 4)

The Governing Body received and NOTED the paper provided and the verbal report from DJA providing an overview of the variety of complaints received during the school year and how the school responded.

In response to the uniform issues raised in the paper, it was suggested that it would be helpful for the Outcomes, Performance and Experience Committee to be kept updated of any further issues and when a planned review of uniform would be taking place.

Action Items	Person Responsible	Deadline
Uniform review to be presented to OPEC	Clerk - OPEC Agenda	Term 1

Agenda Item 10: Safeguarding Assurance

KCO & JBD provided a verbal report to the Governing Body.

Of note:

- One Deputy DSL has stepped down and an internal advert has been shared to fill the vacancy;
- The DSL has been working closely with JBD, link governor for safeguarding, around the reporting system;
- The next safeguarding audit will take place in Term 1 2023 | 2024;
- Online KCSIE training regularly undertaken;
- Revised policy will be in place in September for ratification at first full board meeting;
- Student toilet areas raised as an area of concern by students when speaking with JBD.

In response to the feedback raised by students, it was suggested that it would be helpful for the Governing Body to have a more regular interface with parents and students to triangulate any issues coming forward.

Governors were reminded to read KCSIE Part 1 and undertake the training that will be shared with them in September. The option of a Governors' Day in Term 1 with safeguarding training included to allow governors to understand the strategic side rather than the operational side of safeguarding and differentiate between the two, to be considered.

Action Items	Person Responsible	Deadline
Safeguarding training for governors to be arranged for Term 1	Clerk	Term 1

Strategy

Agenda Item 11: Strategic Risk Register

The Governing Body received and NOTED the papers provided and the verbal report from SCU providing an update of the School's Strategic Risk Register.

Agenda Item 12: SIP 2022 | 2023 Update & Proposed SIP Priorities for 2023 | 2024



SCU provided a verbal update for the 2022 | 2023 SIP.

Of particular note:

- Improvement to reading and vocabulary data since the data was first reported in February but further improvement still sought;
- Further CPD needed around vocabulary teaching to maintain consistency across the school;
- The embedded practice around relationships for learning continues and is becoming evident in work seen across the school;
- Retrieval practice activities are taking place in the majority of lessons but not yet consistently;
- An overhaul of the careers programme has taken place and the system is now meeting the needs of a wider group of students;
- A four-tiered progress pathway system is now in place allowing for better tracking of progress for KS3 students;
- The gap between disadvantaged and non-disadvantaged students continues to narrow but still remains too high.

A copy of the update report can be found [here](#).

SCU advised the meeting that the SIP Priorities for 2023 | 2024 were currently being drafted and would be presented to the Governing Body in September 2023 for approval.

The four key priorities being considered are:

1. A positive culture for learning demonstrated by excellent behaviour and attitudes of all students.
2. An inspiring curriculum and teaching that are responsive and matched precisely to the needs of learners.
3. Academic progress of our disadvantaged and most vulnerable students.
4. Development of literacy (oracy) across the curriculum.

KN advised the meeting that as well as pushing the academic progress of disadvantaged and SEND students, bright students need to also feel pushed and challenged to be really successful - raising aspiration for everybody is critical.

Action Items	Person Responsible	Deadline
Draft SIP 2023 2024 to be presented in September 2023	SLT	Term 1

Agenda Item 13: Rationale for alterations to the Behaviour for Learning Policy & Proposed Changes to Behaviour for Learning Policy for September 2023

The Governing Body received and NOTED the report outlining the rations for the alterations to the Behaviour for Learning Policy for September 2023.

In response to challenges from governors around the rationale, KCO responded that the continuing work around relationships for learning would lead to staff being more accountable for behaviour and consistency with the policy.

In response to the draft policy presented, the following suggestions were noted:

- the inclusion of examples of R3 to be added to the table;
- FTE to be written in full;
- examples of bullying to be added and a link to the Anti-Bullying Policy;
- more assertive language required (page 9) "will receive" - decide between will or may throughout the policy;
- consideration of counselling for staff and students following the search of a student;
- physical intervention - inclusion of staff training that takes place.



KN confirmed that she strongly advocated the revised policy and behaviour for learning should be a priority for September with a school focus on students wanting to learn, learning and vulnerable students being supported.

Following discussion, the Governing Body AGREED IN PRINCIPLE to accept the changes to the Behaviour for Learning Policy for September 2023 subject to review with a report to OPEC at their first meeting and a further review and report to the Full Governing Body in Term 3.

Action Items	Person Responsible	Deadline
Behaviour for Learning Policy AGREED in principle; review report to OPEC Term 1; further review report to Full Board Term 3	SLT	Term 1; Term 3

Performance

Agenda Item 14: Whole Schools Maths and English Improvement Progress July 2023

The Governing Body received and NOTED the Maths and English Review report from David Butler and that good progress has been made in both subjects relative to the starting points.

Agenda Item 13: Statutory Policy & Document Reviews

The following policy reviews were presented at the meeting for approval:

1. Attendance Policy for Students

Policy now more consistent with the Local Authority guidance on attendance and explicit detail added regarding the issuing of fines for unauthorised absences.

Revised Code APPROVED.

2. Designated Teacher for Looked After Children Policy

No changes to report.

Policy APPROVED.

Other Matters

Agenda Item 16: Any Other Business

1. The Governing Body received and NOTED the following Link Governor visit reports for information only. Governors were asked to direct any questions regarding the reports to the Link Governor:

- 1) Careers (SH)
 - [Copy of report attached](#)
- 2) Health & Safety Handover Report (AP)
 - [Copy of report attached](#)

2. Training Opportunities: governors were reminded of the training opportunities available and to request booking on any courses through the Clerk.



3. A calendar of meeting dates for 2023 / 2024 was shared with the Governing Body; dates will be added to the Governors' Google Calendar.

There was no further business and the main items of business concluded at 8.00pm after which a presentation to DJA from the Governing Body took place.