



MINUTES OF THE FULL GOVERNING BODY

Date Time	Wednesday 7th December 2023, 5.30pm		Location	LRC, Rednock School	
Attendees - In Person	Initials	Title	Attendees	Initials	Title
Mike Stratford	MIS	Head Teacher	Katie Norton	KN	Co-Opted
Di Caesar	DC	Co-Opted	Stephen Carter	STC	Staff
Jane Barker-Doe	JBD	Co-Opted	James Broad	JB	Co-Opted
Chris Wiggins	CWi	Co-Opted	Chris Wardle	CWa	Parent
Simon Herbert	SH	Parent	Keir Hague	KH	Co-Opted
Robert Miles	RM	Parent	Sally Winterbottom	SW	Partnership

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

Non Attendees	Initials	Reason
David Martin	DM	Unwell
Sarah Telford	ST	Unwell

Procedural Matters / Ensuring Accountability

Knowing our School

Ahead of the meeting there was an opportunity for governors to informally meet with the Early Career Teachers.

Agenda Item 071223/01: Welcome & Apologies (Lead: Chair)

KN welcomed colleagues.

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

KN noted the successful Strategy Day held on 1st December and thanks MIS and the SLT for their contribution. It was agreed that the recommendations agreed following the discussion on the 6th form should be formally recorded as an appendix to the minutes of this meeting.

Agenda Item 071223/02: Pecuniary Interests / Conflicts of Interest (Lead: Chair)

RM declared his interest in the Solar PV Report being presented to the Governing Body during the meeting and confirmed he would excuse himself during discussions.

No further interests / conflicts declared.



Agenda Item 071223/03: Any Other Business for Consideration (Lead: Chair)

No further items of business for consideration requested.

Agenda Item 071223/04: Minutes of Previous Meetings (Lead: Chair)

The minutes of the meeting held on the 20th September 2023 were agreed as a true record and accepted with the following edits as noted:

- Head Teacher's Report agenda item number to be amended to Item 12.

Governors were informed that unconfirmed minutes were available to view in the Minute Folder within the Shared Drive, with the aim of these being available within 10 working days following the meeting.

Agenda Item 071223/05: Review of FGB Action Log (Lead: Chair)

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

Of note:

FGB #024 School Transport - it was noted that there were changes ongoing, with the school closely involved to ensure that there is a continued offer for students currently reliant on Jackie's Coaches. As a result the need for a Task and Finish Group was no longer felt to be appropriate, however options for September 2024 should continue to be explored.

FGB #46- Learning Log - it was requested that urgent progress be made to ensure that there is a clear process to ensure that learning and actions from formal complaints, appeals and hearings are captured and reviewed.

FGB#53 - Extension of the school day - it was agreed that this item be deferred to the next FGB.

[A copy of the current action log can be found here.](#)

Governance and Overview

Agenda Item 071223/06: Chair's Report

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

KN thanked colleagues for their input to the recent Ofsted inspection that took place on the 21st and 22nd November noting that the final report will be shared with the school either in late December or early January.

Governing Body Appointments

James Broad (Co-opted) and Sally Winterbottom (Partnership) were confirmed as new members of the Governing Body. It was noted that there was currently provision for one additional Partnership Governor, with agreement that this would be held, taking note of the areas identified in the Skills Audit and the outcome of the strategic development session.

Committee Membership and Link Governor Roles

The proposed committee membership and link governor roles were confirmed.

Student & Parent / Carer Voice:

KN confirmed that she had met with members of the Student Council, which was reforming to strengthen and broaden membership. They had welcomed the opportunity to have strengthened links with the Governing Body and had agreed to consider how they wanted to progress this once the new council had been formed. KN also noted



that she had joined a meeting of the Parent Forum on the 4th December and would be working with MIS to agree how to ensure a clear line of sight between the Parent Forum and the FGB.

South Cotswold Schools’ Development Group

KN informed colleagues of the development of the South Cotswold Schools’ Development Group which involved a number of secondary and primary schools who were not currently working within a MAT. It was agreed it should be a subject for further discussion by the Strategic Partnership Committee to consider if and how Rednock is involved.

Strengthening links with local community groups

It was agreed in principle to explore opportunities to develop links with Kingshill House and Prema Arts Centre to build on opportunities for the school.

Action Items	Person Responsible	Deadline
KN to work with MIS to agree how to ensure a clear line of sight between the Parent Forum and the FGB	KN / MIS	ASAP
Rednock involvement in the South Cotswold Schools’ Development Group further discussion for the Strategic Partnership Committee	KN	ASAP
Opportunities to develop links with Kingshill House & Prema Arts Centre to be explored	KN / MIS	Term 3 / 4

Agenda Item 071223/07: Head Teacher’s Report

The Governing Body received and NOTED the report which covered a broad range of topics including the confirmed summer exam results.

Leadership & Management:

It was recognised that the School Self Evaluation and Development plan had been heavily relied upon as part of the Ofsted Inspection and had stood up to scrutiny. MIS confirmed that following his visit, David Butler, School Improvement Partner, had also endorsed the key development priorities set for the school, with MIS noting that the SDP remains a ‘live’ document and with regular progress reviews actioned by SLT. It was also confirmed that Department Improvement Plans linked to school priorities were now in place.

Confirmed Summer Results:

MIS confirmed that the GCSE data was now readily available to view in the public domain.

Curriculum Monitoring Data:

MIS informed colleagues that the use of Year 11 and Year 13 data captured in October 2023 based on a student’s current ‘working at grade’ was resulting in a healthy debate in the senior team with regard to validity and worth. It was therefore being proposed that changes be made to how data is captured to give a clearer picture of the summer trajectory and that this would be subject to further discussion and scrutiny by OPEC.

School Uniform

MIS confirmed that stakeholder views and parent feedback would be sought to inform a review of the school uniform.

On behalf of the Governing Body, KN thanked MIS for the detailed report.

Action Items	Person Responsible	Deadline
Curriculum monitoring data subject to further discussion and scrutiny by OPEC	DC / MIS	Term 3 / 4

Agenda Item 071223/08: Report from Committees

Outcomes, Performance & Experience Committee:



The Governing Body received and NOTED the draft minutes and the short verbal report from DC providing a summary of the key issues discussed at the meeting on the 19th October 2023.

Audit & Assurance Committee:

The Governing Body received and NOTED the draft minutes and the report provided by DM in his absence, providing a summary of the key issues discussed at the meeting on the 13th November 2023.

Strategic Partnership Committee:

Kn noted that the Committee meeting scheduled to take place on the 5th October 2023 had been cancelled with the next meeting scheduled to take place on the 14th December.

Agenda Item 071223/08: Solar PV

Having a specific interest in the item, RM left the meeting at 6.04pm to allow an impartial discussion to take place.

The Governing Body received and NOTED the report provided by DM and KH. The paper sought the views of the Governing Body with a particular focus on:

1. Whether Solar PV represents a viable and appropriate approach for Rednock School
2. Whether the FGB was prepared to make a decision based on 2 quotes, one of which was not considered to be of sufficient quality to provide a meaningful option
3. The relative merits of a lease vs purchase model to secure best value for the school and if so the level of capital investment that might be considered/

On the basis of a detailed discussion, there was consensus that a solar solution represented a rational and appropriate option for the school. It was, however, also agreed that while noting the optimal installation time would be before the summer, any decision need to be based on a robust exploration of the options available and that this process should not be compromised.

Following discussion, the Governing Body were in agreement that:

1. A solar solution would be beneficial if it delivered value for the school;
2. A decision could not be made with just one quote being received and further quotes should be obtained for transparency and comparison;
3. Additional information to validate the projected costs and savings should be sought from appropriate independent experts where possible;
4. In addition to quotes, references should also be sought, to offer assurance and due diligence to the Governing Body;
5. In view of the benefits of enabling installation before the summer, every effort should be made to enable the working group overseeing the tender to come back to the FGB with a recommendation early in January, with the agreement that an extra-ordinary meeting may be necessary to consider this and make a decision.

KN thanked everyone for the good and helpful discussion and confirmed that DM and RM would be updated with the Governing Body's response to the proposal outside of the meeting.

RM was invited back into the meeting at 6.30pm.

Action Items	Person Responsible	Deadline
Further work to be progressed to enable a clear recommendation to be made to the FGB that would enable compliance with procurement.	SW/DM/KH	ASAP

Agenda Item 071223/09: Safeguarding Assurance

The Governing Body received and NOTED the annual Safeguarding report circulated.



KCO noted that the school’s safeguarding strengths had been reflected in the recent audit and the initial feedback following the recent Ofsted inspection. It was, however recognised that there were a number of areas identified where additional focus was needed and these included:

1. Improving the mechanisms for the recording of safeguarding data to be pursued;
2. Continuing to build and develop partnership with parents and carers;
3. Continually reviewing and supporting capacity of the safeguarding team to respond to changing needs;

The ongoing development work was supported by Governors, noting the need to make sure that areas of vulnerability continued to be recognised and the right support put in place for the capacity of the Safeguarding Team.

KN expressed the thanks of the Governing Body to KCO, DB and the other DSLs for the safeguarding culture embedded in school, also the support from JBD as Link Governor. It was agreed that MIS & KCO should discuss the capacity of the team further and report back to the Governing Body.

Action Items	Person Responsible	Deadline
Safeguarding team capacity to be discussed and options reported back to GB	MIS & KCO	Term 3 / 4

Strategy

Agenda Item 071223/10: School’s Strategic Risk Register

The Governing Body received and NOTED the Strategic Risk Register (SRR) provided, noting that agreed actions to mitigate identified risks will be reflected in the School Development Plan (SDP).

The Governing Body confirmed their continued support of the SLT’s development of the strategic risk register, noting the importance of using it to create purposeful conversations to drive actions.

Action Items	Person Responsible	Deadline
Quarterly reviews of the SRR to be added to annual GB planner	Clerk	Immediately

Agenda Item 071223/11: Rednock 6th Form Update

Following the item being discussed at the Strategy Day on the 1st December, MIS confirmed the recommendations made are being put into action and the offer for the September 2024 intake is being revised.

The Governing Body NOTED the verbal update.

Agenda Item 071223/12: Pupil Premium 2022/2023 Annual Report & Strategy Statement 2023/2024

The Governing Body received and NOTED the Strategy Statement regarding the school’s use of Pupil Premium fund for the 2022 - 2023 academic year.

While recognising the Strategy Statement showed a total budget of £275,838 for the academic year, including a carry forward from previous years of £30,888, it was also noted that the total planned expenditure was £250,000, leaving an underspend of £25,838.

While approving the document for publishing, the Governing Body agreed that there was a need to maintain a clear focus on ensuring that the budget was fully committed in areas where there was need and investment continued to have an impact in narrowing the gap over the period of the current plan. Providing for some contingency was recognised as prudent, however given the overall position of the school to manage in year pressures, Governors felt that the plan could be more ambitious.



Accountability

Agenda Item 071223/13: Policies for Approval

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

General Complaints Procedure & Policy:

Policy revised in consultation with the school's Data Protection Officer; no changes to the policy.

Policy APPROVED

First Aid in School Policy:

Minor changes to the names of staff First Aid trained

Policy APPROVED

Children with Health Needs who cannot attend school Policy

Minor amendments highlighted in red text

Policy APPROVED with the following action: MIS to consider how First Aid is managed out of school hours.

Freedom of Information Publication Scheme

Suggested changes highlighted in red text

APPROVED

Other Matters

Agenda Item 071223/14: Any Other Business

Training Opportunities:

Governors received and NOTED the training opportunities available. Governors were reminded to request booking on any courses through the Clerk.

Governor Visit Reports:

Governors received and NOTED the link visit reports from DC for Pupil Premium and SEND.

There was no further business and the meeting closed at 7.15pm.

Confirmed as a true record and accepted by the Governing Body

28th February 2024

Katie Norton
Chair of the Governing Body