



MINUTES OF THE FULL GOVERNING BODY

Date Time	Wednesday 4th December 2024, 5.30pm	Location	LRC, Rednock School		
Attendees - In Person	Initials	Title	Attendees	Initials	Title
Mike Stratford	MIS	Head Teacher	Katie Norton	KN	Co-Opted
Sally Winterbottom (6.30pm)	SW	Partnership	Sarah Telford	ST	Co-Opted
Chris Wiggins	CWi	Co-Opted	Chris Wardle	CWa	Parent
Simon Herbert	SH	Parent	Keir Hague	KH	Co-Opted
Stephen Carter	STC	Staff	James Broad	JB	Co-Opted
Di Caesar	DC	Co-Opted	Jane Barker-Doe	JBD	Co-Opted

In Attendance	Initials	Title
Sharron Cunningham	SC	Deputy Head Teacher
Kerala Cole (6pm)	KCO	Deputy Head Teacher
Nikkie Morrissey	NMO	Clerk

Apologies	Initials	Reason
David Martin	DM	Family Commitments
Robert Miles	RM	Work Commitment
Steve White	STW	Unwell
Ben Cheeseman	BCH	Unwell

Non Attendees	Initials	
Robert Miles	RM	No reason for absence given

Procedural Matters / Ensuring Accountability

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

KN welcomed everyone back to the first meeting of the new academic year.

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

For the time to be given to issues covered in the Headteacher's report, KN confirmed that the meeting would begin with addressing procedural items and policies for review.

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

No interests / conflicts declared.



Governors were reminded of the requirement to reconfirm any interests via their GovernorHub account to ensure an up-to-date register of interests is available for publishing on the school website.

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

No further items of business for consideration requested.

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

The minutes of the previous meeting held on the 25th September 2024 agreed as a true record and accepted.

Agenda Item 05: Review of FGB Action & Decision Log (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.](#)

Governance and Overview

Agenda Item 06: Chair's Report

KN provided a verbal update, confirming regular meetings with the Headteacher had been held. She also thanked Governors for their support and attendance at a number of school events.

Agenda Item 7: Reports 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 17th October 2024.

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 11th November 2024.

The Governing Body received a verbal update from KH of the pressures within the budget as a result of the national staff pay awards. While "fully funded" by the Government, it was resulting in significant cost pressure for Renock largely due the number of students being below the published admission number, which was the subject of focused work to address. KH reported that the Committee would continue to focus on the short, medium and longer term budget position to ensure a balanced position is achieved.

Noting the Norman Hill update within the report, KN informed Governors that a meeting with Roberts Limbrick Consultants to present to the Governing Body the analysis and planning carried out around the future needs of the school and the implications in relation to Norman Hill, was being planned. The suggestion was that this may be included as part of the Governors Strategy Day in January.

Sixth Form Challenge Group:

The Governing Body received and NOTED the first report and Terms of Reference for the group, set up to focus on the strategy required to establish a sustainable sixth form offer, covering recruitment and retention, the quality of teaching and outcomes and the wellbeing of students within the sixth form.

Exclusion Panel:

The Governing Body received a verbal update to confirm that two permanent exclusions had been upheld by the Exclusion Panels convened to consider the exclusions.



Noting the importance of the Governing Body understanding how incidents are logged within the Behaviour System, it was agreed this should be an item for discussion at the next OPEC meeting.

It was further agreed that exclusion training for those governors available to sit on exclusion panels, should be sourced and shared.

Pay Panel:

KH reported that, in DM’s absence, as Vice Chair he had carried out an audit of the pay awards allocated this year.

Action Items	Person Responsible	Deadline
STW to liaise with Consultants to attend existing meeting or the Strategy Day on the 6th January to make their presentation	STW	Immediately
Behaviour system & process item for discussion at OPEC T3	Clerk	Immediately
Exclusion training sourced and shared	Clerk	Immediately

Agenda Item 8: Annual Safeguarding Report to Governors

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

The ongoing development work of finding ways to reach out proactively to parents to offer support and guidance was supported by Governors.

KN expressed the thanks of the Governing Body to KCO and the other DSLs for the safeguarding culture embedded in school, also the support from JBD as Link Governor.

School Performance

Agenda Item 9: Pupil Premium 2023 / 2024 Annual Report & Strategy Statement 2024 / 2025

The Governing Body received and NOTED the Strategy Statement regarding the school’s use of Pupil Premium fund for the 2024 - 2025 academic year, including a review of the pupil premium strategy outcomes for 2023 - 2024.

While approving the document for publishing, the Governing Body agreed that there was a need for a small task and finish group to be established to carry out a deep dive with BCH during Term 4 to ensure that the budget was fully committed in areas where there was need and investment was continuing to have an impact in narrowing the gap.

Action Items	Person Responsible	Deadline
Task & Finish group to be established to carry out PP deep dive in T4	Chair /MIS	T4

Strategy

Agenda Item 10: School Uniform September 2025 Update

The Governing Body received and NOTED the proposed, revised Uniform Policy for September 2025 following the recent consultation with stakeholders.

Governors were pleased to note that the recommendations discussed at the previous meeting had been addressed through the consultation and supported the proposal that the new uniform requirements would be phased in, starting with the new Y7 intake for September 2025 and for those transitioning from KS3 to KS4. The policy was APPROVED.



(In addition to approving the policy, the Governing Body asked for some thought to be given to setting some clear guidance in relation to the length of pleated skirts to ensure that there was a framework to ensure consistency of expectation and application.)

Agenda Item 11: Headteacher's Report

The Governing Body received and NOTED the comprehensive report from the Head Teacher covering a broad range of topics including a link to the Strategic Risk Register and the School Development Plan.

In response to a comment from KH regarding the low number of students on roll within KS4 and how any future loss of students transitioning from Y9 to Y10 is being mitigated, MIS responded that thought is being given to the Y9 options process. Acknowledging that it will be appropriate for some students to leave at the end of Y9, it was agreed that strategies will also need to be in place to minimise this through continuing to offer a great experience and opportunity at Rednock.

Noting the updated summer exam data within the report and the significant achievements of both staff and students, KN asked for the Governing Body's recognition of the achievement and the amount of work involved in the remarking process to be passed on to staff.

In response to a comment from JBD regarding the CPD offer and how it is managed, SCU responded that clear parameters are set and staff take-up is managed locally in each department. SCU indicated that Staff appear appreciative of the flexibility offered with the CPD programme.

Acknowledging the response, KN commented that CPD remains the key for investing in the right people, the right way to retain and allow people to move on and it would be important to get further assurance on this through the next staff survey.

Following on from the report, a presentation from MIS on where the school is, where the school is heading and the barriers to overcome was given to the Governing Body.

Items noted:

- Ensuring the Behaviour & Rewards policy aligns with the new values, noting the particular challenges being experienced at the start of the year and spike in suspensions;
- the results for 23/24 indicated the highest Progress 8 score since 2017;
- Provisional preferences for Y7 entry in September 2025 appeared very positive and represented the strongest position in terms of 1st and 2nd preferences or a long time;
- The need to acknowledge the financial impact of loss of students in KS4 and KS5 and the need to ensure that the staffing model reflected this reality.
- The ongoing focus on attendance which is currently tracking at below national average;
- Increasing level of SEND need and support required;
- The wider strategic context across the County including academisation.

On behalf of the Governing Body, KN thanked MIS for the helpful presentation that would set the scene for the Strategy Day on the 6th January 2025.

Agenda Item 12: Policies for Approval

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

Complaints Policy:



Although no changes to report, MIS informed the Governing Body that consideration is being given to creating an electronic complaints form to allow easier collation and submission of complaints and the look of the flow chart in Appendix 2 will also be improved.

The following comments for addressing were raised during discussion:

- Wording in stages switches between concern and complaint; each stage requires clarity (Stages 1 & 2 - concerns? Stages 3 onwards - formal complaints?);
- Page 10, 1st paragraph typo - replace 'place' with 'please'.

Governors were asked to forward any further comments / feedback to MIS by the end of the 6th December. Comments to be addressed and revised policy for approving and signing off **DELEGATED to KN and JBD**.

Governor Allowances Policy:

No changes to report; policy still reflects the Guidance on Governor Allowances within the Governance Guide for Maintained Schools.

Policy **APPROVED**

Freedom of Information Publication Scheme

The Governing Body noted that the Freedom of Information & Publication Scheme had been combined into one policy on the advice of the Data Protection Officer.

Policy **APPROVED** with the additional wording "Student data will be managed under the Privacy Notice for Parents / Carers & Students"

First Aid in School Policy

Minor amendments shown as tracked changes were noted.

The following comments for addressing were raised during discussion:

- Inclusion of First Aid arrangements for events out of school hours;
- Appendix 1 individual names to be removed and replaced with wording along the lines of "A register of first aid trained staff will be maintained by the ?";
- Frequency of training for first aid staff and ratio of staff required to be first aid trained, in line with statutory requirements, to be referenced in policy.

Comments to be addressed and revised policy for approving and signing off **DELEGATED to SH and ST**.

Children with Health Needs who cannot attend School Policy

The Governing Body received the revised policy noting amendments had been made and shown as tracked changes to reflect national guidance.

The following comments for addressing were raised during discussion:

- the need to provide further context required around recovery when a student is unwell;
- Providing more clarity with regard to when the school is responsible and when the responsibility passes to the Local Authority, and what the role of the Governing Body is in this.

Comments to be addressed and revised policy for approving and signing off **DELEGATED to KN and DC**.

Action Items	Person Responsible	Deadline
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Comments & actions regarding presented policies to be followed up by policy holders and passed to delegated governors to sign off	Policy Holders & Delegated Governors	Immediately
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Other Matters

Agenda Item 22: Any Other Business

Governor Visit Reports:

Governors received and NOTED the Health & Safety visit report from SH.

Sexual Harassment Protection Legal Duty Requirement October 2024:

As reported in the Audit & Assurance Committee minutes of the 13th November 2024, a section to cover the new preventative duty for employers to take reasonable steps to prevent sexual harassment in the workplace, had been added to the Staff Code of Conduct policy.

In response to a concern from ST that the inserted section does not fully cover the Governing Body, MIS reported that a new Dignity at Work policy has since been written and will be presented to union representatives at a meeting on the 5th December 2024.

It was agreed that the policy should be shared with the Full Governing Body when available.

In response to a comment from ST about an EDI link governor being established, KN responded that consideration would be given to a link role.

Agenda & Focus for Strategy Day:

It was agreed that before an agenda and focus for the Strategy Day is decided, governors availability to attend the day should be checked. The day will be rearranged if less than 2/3rds are able to attend.

There was no further business and the meeting closed at 8.00pm.

Action Items	Person Responsible	Deadline
Dignity at Work policy to be shared with GB when available	MIS	ASAP
Governor availability to attend the Strategy Day to be followed up	Clerk	Immediately