

Championing human-scale, whole education that is tailored to meet the needs of individuals in the context of their communities

Minutes of the Meeting of the Full Governing Body *held on Thursday 14th December 2023, at Ansford Academy.*

Membership: Jennie White (Chair of Governors) Rachel Purnell (Headteacher)
 Enita Andrews (Vice-Chair) Darrell Chainey
 Kate Cravero Arthur Llewellyn
 Rachel Laurie Paul Spencer
 Ed Jones

In attendance: Rachel Robbins (Clerk), David Knight (observer), Eleanor King (Deputy Headteacher).

	Item	Owner	Action
1	<p>Welcome from the Chair; election of new governor and re-election of a current governor. It was proposed that David Knight should join the board as a trustee governor. Proposed by AL, seconded by PS, agreed unanimously. DK was invited to participate in the meeting as a member of FGB. He will also be joining the Curriculum and Standards Committee. Arthur Llewellyn's term of office comes to an end with this meeting. He offered to remain on the board for another year, whilst other new governors are recruited. This offer was readily accepted and it was proposed by EJ that AL should remain a member of FGB until December 2024. Seconded by PS and agreed unanimously.</p> <p>Enita Andrews was welcomed and thanked for agreeing to take up the role of Vice-Chair. This was suggested at the last meeting in EA's absence and agreed by email subsequently.</p>	JW	
2	<p>Apologies: Darrell Chainey. Rachel Laurie was delayed, arriving at 5:18pm during item 5.</p>	Clerk	
3	There were no declarations of business interests on the current agenda.	All	
4	<p>Policies and Statutory Information: EK highlighted the policy changes as detailed in the overview tracker document which was acknowledged as an extremely useful aid to the governors in improving their efficiency and their understanding of the policies as working documents.</p> <p>EK drew Governors' attention to the section of the action plan in the Accessibility Policy, pertinent to this year and this was noted.</p> <p>A governor asked about the review process for the Equality Objectives. EK explained that the objectives are reviewed annually for 4 years when new objectives are then set. Objectives align with the School Improvement Plan so the review processes are connected.</p>	EK	

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	<p>The following policies and documents were approved:</p> <p>Equality Policy and Objectives Accessibility Policy Relationships and Sex Education Policy SEND Information Report</p>		
5	<p>Pupil Premium Strategy Statement</p> <p>EK presented key aspects of the Pupil Premium Strategy Statement and In response to a question about the time frames for this process, it was explained that a plan can continue over a number of years whilst the school works towards the objectives.</p> <p>A governor asked how the quality of the plan had been view by the inspectors from Ofsted. They had praised the quality of the document and noted that the plan is linked directly to the Academy’s context and consequently the actions reflect the needs of the school. The Ofsted inspectors also shared good practice e.g. they advised that we could improve further by including destination data to show how we value the importance of meeting student needs beyond this education phase.</p> <p>A governor asked ‘how do you know the policy has worked?’ EK explained that improvement areas are monitored as part of the plan e.g. attendance was a focus and this has shown improvement with the gap between PP students and Non-PP students narrowing.</p> <p>Discussion was also held over the use of the government catch up funding. EK explained that recovery funding was allocated to core subjects and students identified through forensic data analysis. Providing support for students with no technology at home was also an action area, as is improving parental engagement with regards to their children’s learning.</p> <p>Another question was asked regarding how the PP funding is allocated. EK explained how it is not divided by the number of students as this would not be enough to meet individual needs effectively. The majority of the funding is therefore allocated collectively, based on the academy strategies noted in the plan. EK explained how there is a small personalisation fund which is used for individual needs, for example ensuring PP students access trips or visits or have revision guides.</p>	EK	
6	<p>The minutes of the meeting held 19.10.2023 were approved and there were no matters arising not covered by this agenda.</p>	JW	
7	<p>Pay Policy and Recommendation of Pay Committee for approval.</p> <p>All were content for the Pay Policy to be ratified.</p> <p>The Clerk read out the paper prepared for the Audit by DC.</p>	DC	<p>Clerk subsequently contacted DC to ask him to</p>

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	<p>One governor asked how recently we had reviewed our contract with Bishop Fleming with due diligence. Members of FBAR assured the board that this has been done and the Clerk was asked to check with the Chair of FBAR.</p> <p>One governor asked for more information regarding the projected in year deficit. Pupil numbers fluctuate year on year and the projected deficit reflects how funding has changed based on these pupil numbers. In addition, we bore some of the cost of the pay rises last year, where the funding received only partially covered the costs despite assertions that the rises were fully funded.</p> <p>A member of FBAR reminded the board that it may be that the deficit is at 'worst case scenario' and another member of FBAR asked if the board felt they had been given a full reply to the question. The governor who initially asked the question requested a more detailed presentation from the Chair of FBAR at the next meeting.</p>		<p>Speak to these minutes at the next meeting, regarding the process involved on the appointment of Bishop Fleming as auditors.</p> <p>DC to speak to the question at the next FGB.</p>
8	<p>Audited accounts were then formally agreed and signed by the Chair and Headteacher.</p>	CLERK	
9	<p>Committee Meeting Reports</p> <p>There were no further questions for members of FBAR. Kate Cravero was thanked for taking on the Chair of C&S. There had been no C&S meeting since the last FGB.</p> <p>The Clerk apologised that the most recent minutes of the CCW committee had not been uploaded to the shared drive. This will be rectified. The Chair of CCW brought to the attention of the FGB the efforts made in relation to absence management and engaging with families to improve attendance. Consistency across school in following processes has also been recognised by CCW who discussed the most recent Behaviour Report examining patterns and spikes in certain groups as well as Support to Learn figures. A member of CCW said it is very clear that the young people know there is a clear plan and systems are followed to put in place caring support for each individual. It was also reported that members of CCW can see that leaders have a really good understanding of what lies behind the figures and statistics, both of attendance and behaviour monitoring.</p>	Committee Chairs	
10	<p>EatCary</p> <p>Following discussion of the papers circulated from EatCary at FBAR, the members of the committee judged that a decision about the future of the current lease arrangement should be made by the full governing board. The recommendation of FBAR is that, whilst there is a strong desire to support the community in continuing the arrangements, the</p>		<p>RP and JW to meet with EatCary in New Year.</p>

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	<p>request for a new 10-year lease cannot be agreed at this current time due to matters already under consideration which may have an impact on the long-term use of the space. In addition, since the agreement of the last lease, there had been policy changes by the DfE in relation to 'land disposal' that would mean greater challenge in agreeing a lease of this nature.</p> <p>There was discussion about the relative merits of different lease arrangements with one governor suggested a five-year lease with a 'termination at will' clause. However, another governor suggested that this can be unpleasant and would cost money on legal fees to implement this change. It was suggested that a rolling one-year lease would be more acceptable than terminating the arrangement altogether. Another governor, who supported this decision, added it is important for the school to maintain and strengthen links with the community. It was agreed that a one year rolling lease would be offered to EatCary and a meeting would be arranged with representatives from the charity in the New Year.</p>		
10	<p>Headteacher's Report to include the recent OFSTED report</p> <p>The Chair of Governors invited questions about matters included in the HT's Report. A question was asked about how the current vacancies are being managed. The HT explained that, in addition to some of the adjustments previously documented, we have also secured some good quality regular supply teachers. However, a challenge in a small school remains when there is unplanned absence which requires existing staff to cover. -It was noted that some of the vacancies have been filled although immediate starts are not possible due to long notice periods in teaching. One governor asked if we have a good induction process? The HT explained that there are clear processes in place which are reviewed and there are always improvements to be made.</p> <p>Questions were invited about the Ofsted report and a governor asked how the staff are reacting to the Ofsted report. The HT explained that staff understand the current position, recognise the improvements that have been made and are committed to the next steps. There has always been open and transparent communication in relation to this and a culture of 'no surprises'. One governor acknowledged the positive nature of the staff survey in support of this point. Another governor commented that many of the narrative comments reflect positively on the progress to date. The HT explained that an Ofsted Action Plan is currently being produced to support the next stages of school improvement and the final version of this will be presented at the next FGB.</p> <p>EK left the meeting</p>	RP	

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11	Confidential Item – see separate minutes AL left the meeting at 18:30	RP	
12	<p>AOB</p> <p>(i) One governor asked questions about the people present at the AGM and it was explained that the Members' identity and function is described in the Articles of Association, quoted here for ease:</p> <p><i>The Members of the Academy Trust shall comprise:</i></p> <p><i>a. the signatories to the Memorandum of Association of the Academy Trust; (of which there must be 3);</i></p> <p><i>b. 1 person appointed by the Secretary of State, in the event that the Secretary of State appoints a person for this purpose;</i></p> <p><i>c. the chairman of the Governors; and</i></p> <p><i>d. any person appointed under Article 16.</i></p> <p><i>Their role is to meet annually to scrutinise the audit and ask question such as to satisfy the Members that the Academy continues to be effectively governed.</i></p> <p>There was some discussion about increasing marketing of the school and its social media presence. RP explained that some adjustments were being made to roles and responsibilities in the associate staff team to include these function but that due to backfilling other absences it had not yet been possible to further develop this. Governors offered to assist in any way that they could to promote the school and it was suggested that Marketing and Promotion is an item on the next FGB agenda to further explore this.</p> <p>(ii) It was asked how many more governors need to be recruited and it was agreed that, with another applicant currently in process, we are better to wait for willing volunteers.</p>	JW	
13	Calendar of meetings for next term has been circulated.	Clerk	

The meeting ended at 18:45pm

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