



## FEDERATION of BOROUGHBRIDGE HIGH SCHOOL & KING JAMES'S SCHOOL

### Minutes of Meeting of the Federation Governing Body 18<sup>th</sup> September 2025 at 5.30pm at Boroughbridge High School

**Present:** Kathryn Stephenson (KS) (Head, BHS); Paul McIntosh (PMc) (Acting Head, KJS); Pat Dunnill (PD); Brian Horner (BH); Andrew Howard (AH); Sarah Tabor (ST), Ian Yapp (IY), Antoinette Stewart (AS), Richard Playford (RP), Linda Broadhurst (LB)

**In Attendance:** Justin Waters (JW) (Director Business Services); John O Hara (JH), Alison Knight (AK), Stuart Giles (SG), Sarah Bloomfield (SB)

Samantha Edwards (Clerk)

**Apologies:** Malcolm Dawson (MD) (Chair); Greg Stewart (GS).

#### **Governing Body functions:**

Ensuring clarity of vision, ethos and strategic direction of the school

Holding the Headteachers to account for the educational performance of the schools and their pupils

Ensuring the sound, proper and efficient use of the school's financial resources

No.	Agenda Item		ACTION
1.	<b>Welcome and Introductions</b>	<p>Everybody was welcomed to the meeting by AH.</p> <p>A reminder was issued of the importance of confidentiality and code of conduct.</p>	
2.	<b>Receive apologies and consider giving consent to absences</b>	<p>There were apologies of absence from MD and GS, and these were both consented to.</p>	
3.	<b>Election of Chair and Vice Chair</b>	<p>Governors were invited to submit nominations for the role of Chair and Vice Chair. Nominations for received:</p> <ul style="list-style-type: none"> <li>- Chair Andy Howard</li> <li>- Vice Chair Pat Dunnill.</li> </ul> <p>Both positions were voted unanimously by the members of the Federation Governing Board.</p>	
4.	<b>Declaration of interests, pecuniary or non-pecuniary, for any agenda item and to consider any confidential items to be excluded from the publicly available minutes.</b>	<p>There was one additional declaration of interest:</p> <ul style="list-style-type: none"> <li>- JW interest in items being discussed.</li> </ul> <p>Confidential items would be highlighted as they arose.</p>	
5	<b>Approval of the minutes of the FGB meeting held on 5<sup>th</sup> June 2025.</b>	<p>The minutes from the meeting on 4<sup>th</sup> July 2025 were approved as a true and accurate record and were signed by the Chair.</p> <p>Matters Arising:</p> <ul style="list-style-type: none"> <li>- A space missing between fire and works needs to be added so minutes read correctly.</li> <li>- PG Election commences this half term.</li> </ul>	AH
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No.	Agenda Item		ACTION
	<b>Matters arising from the minutes not covered elsewhere on the agenda</b>	<ul style="list-style-type: none"> <li>- Careers review to be completed this term.</li> </ul> <p>All other actions completed or included in agenda.</p>	
7	<b>Annual Governance Matters</b>	<p><b>To be approved for adoption:</b></p> <ul style="list-style-type: none"> <li>- Standing Orders – no change to 25/26 all in agreement to adopt.</li> <li>- Code of Conduct – Changes highlighted, all in agreement to adopt, signed by AH.</li> <li>- EFG Terms of Reference – November EFG meeting.</li> <li>- Financial Scheme of Delegation – November EFG Meeting</li> <li>- PMC Scheme of Delegation – Check with HR for latest version – Not Approved. Defer</li> </ul> <p><b>ACTION: Speak with HR regarding latest version of delegation for the PMC</b></p>	
8.	<b>Membership confirmations of sub-committees / groups</b>	<p>Confirmation of the membership of the following committee / groups:</p> <p><b>EFH:</b></p> <ul style="list-style-type: none"> <li>- Ian Yapp (Chair)</li> <li>- 2 x Headteachers (Currently Kathryn Stephenson and Paul McIntosh)</li> <li>- SBM (Currently Justin Waters)</li> <li>- Pat Dunnill</li> <li>- Brian Horner</li> <li>- Andy Howard</li> <li>- Malcolm Dawson</li> </ul> <p>Will need to add an additional member when MD steps away completely from the board.</p> <p><b>ACTION: Speak to GS regarding becoming a member of the EFG.</b></p> <p><b>Headteacher Performance Management:</b></p> <ul style="list-style-type: none"> <li>- Andy Howard</li> <li>- Pat Dunnill</li> <li>- External Advisor.</li> </ul> <p><b>SDP:</b></p> <ul style="list-style-type: none"> <li>- Ian Yapp.</li> </ul>	

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		<ul style="list-style-type: none"> <li>- Malcolm Dawson.</li> <li>- Andy Howard</li> <li>- 2 x Headteachers (Currently Kathryn Stephenson and Paul McIntosh)</li> </ul> <p>Will need to add an additional member when MD steps away completely from the board.  <b>Sarah Tabor agreed to join the SDP group and will attend from the next meeting.</b></p> <p><b>Governing Body Membership:</b></p> <ul style="list-style-type: none"> <li>- Currently 2 Parent Governor Vacancies that school will run an election for.</li> </ul> <p><b>ACTION: Skills Audits to be sent to AH.</b></p>	
9.	<b>Actions for all Governors</b>	<p>Governors to complete the following and complete declarations on governor hub:</p> <ul style="list-style-type: none"> <li>- Register of Business Interests.</li> <li>- Confirmation that KCSIE has been read and understood.</li> </ul> <p>Need to think about Prevent Training and when it is due and also Safer Recruitment.</p> <p>Clerk will start putting together a spreadsheet to complete for all governors and speak to AK regarding the Safeguarding training requirements.</p>	
10	<b>Confirmation of Governors responsibilities</b>	<p>Governors with specific responsibilities:</p> <ul style="list-style-type: none"> <li>- Behaviour &amp; Attendance – LB</li> <li>- Safeguarding – AS</li> <li>- SEND – PD</li> <li>- PP – IY</li> <li>- Health &amp; Safety – PD and BH.</li> <li>- Sixth Form – PD and ST.</li> <li>- Curriculum and Teaching – ST and RP.</li> <li>- Wellbeing – AS</li> <li>- Careers – AS</li> </ul> <p><b>Learning Walks</b></p>	

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		<p>These should be around understanding what is happening in the classroom, so all governors understand what it is like to be a student at this school.</p> <p><i>Q: Is there any training for this?</i></p> <p><i>A: You're not coming in to make a judgement; it is getting a feel for the ethos. The best thing would be coming in and walking around with senior leaders/ department heads, talking and asking questions.</i></p> <p>Establish the difference between a learning walk and a drop-in. Nothing to stop learning walks taking place between quality assurance sessions as these would fit in here well.</p> <p>KJS has just produced a learning walk guide which would give somebody a good starting point. IY used the 10 Principles of Teaching &amp; Learning Agreed Practice when he visited BHS.</p> <p><b>ACTION: PM to send this to AH / SE so that it can be shared with governors.</b></p> <p>New governors have requested a tour of both schools, School leaders to get in touch with GS and RP to arrange this.</p> <p><b>ACTION: School Leaders to arrange tour visits with GS / RP.</b></p>	
11	Safeguarding	<p><b>KJS</b></p> <p>2 documents included in the pack including the annual report. Annual report summarises the context of the school and picks out some of the statutory data we have to report on.</p> <p>There has been a slight change to the safeguarding team. DSL is Alison Knight and there are 4 DDSL who are all members of the SLT. Alison Knight is also the designated teacher for looked after children as well.</p> <p><i>Q: Do the items in yellow on safer recruitment mean that there are some gaps?</i></p> <p><i>A: Just a query with regards other members of staff who have completed safer recruitment training.</i></p> <p>The more people that have it means it helps spread the workload across interviewing and recruiting rather than it all falling on the same people. Good practice is that it should be reviewed every 3 years. Safer Recruitment Training is on 16<sup>th</sup> October 2025.</p> <p>AS has requested to see Safeguarding compliance data for staff and governors (e.g. training records) and this will be reported in HR report. All Governors need to re-do Prevent and keep a record of training on governor hub.</p> <p><b>ACTION: SE to create a folder on Governor Hub for training certificates and add a column to the HR compliant checklist.</b></p>	

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		<p>At the last FGB meeting governors were advised that the Safeguarding audit was being audited. It all went okay. They selected various questions from the audit and then drilled down into them. Overall, it was very positive.</p> <p><i>Q: What is the biggest worry you have?</i></p> <p><i>A: I think from the audit was creating an action plan and making it a working document. This would then be brought back to meetings and updated to keep it on track.</i></p> <p>Neglect to be added to the KJS report to keep both school reports aligned.</p> <p><b>BHS</b></p> <p>Same 2 documents had been previously shared. Nothing further to add from general one already discussed. There were no further questions.</p> <p>AK left at 6.35pm</p>	
12	<b>Summer 2025 outcomes and destinations</b>	<p><b>BHS</b></p> <p>Presented by Sarah Bloomfield</p> <p>Attainment data is higher than the previous 2 years, particularly at higher grades 7-9.</p> <ul style="list-style-type: none"> <li>- 10% of cohort achieved 7-9 grades.</li> <li>- English has improved significantly.</li> <li>- Scores for pupils with prior higher ability has improved.</li> <li>- EBAC has improved</li> <li>- Disadvantaged and SEND - harder to compare each year due to different cohorts and profile changes each year, but you can see that they are making progress.</li> </ul> <p>Subjects that we have been working on have improved and there are a couple of subjects we will need to give some focus- History Paper 2 and Art/DT moderation of coursework. Health &amp; Social is always lower as the students who take it are often dealing with other challenges as have been outlined in our school context for BHS. Attendance affects results as we know but overall, it was a very positive picture. Have some case studies ready for children who have joined us and didn't start their journey here.</p> <p>You can see how hard BHS has worked so congratulations were noted to all staff.</p> <p><i>Q: The school has a high proportion of SEN?</i></p>	

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		<p>A: 32% against national of 14%.</p> <p>Q: Are you confident you can maintain this level of success?</p> <p>A: We do think we can keep improving, 'but due to the variation in cohorts, attainment may not continue to increase.</p> <p>Teaching &amp; learning principles have had an impact on consistency across school.</p> <p>Q: Nothing that we have had to adjust budget wise has impacted what you are doing- this can continue?</p> <p>A: Yes.</p> <p>Q: What is the attendance?</p> <p>A: 93%.</p> <p>Q: Did all leavers go where they wanted?</p> <p>A: yes.</p> <p>Q: Did you notice improved attendance having an impact on results?</p> <p>A: yes, 100% attendance achieved well. Pupils with lower attendance have lower results.</p> <p>Q: Did cancelling study leave help?</p> <p>A: Yes, we can see the improvement in the higher grades in certain areas such as Paper 3 in Geography</p> <p>Q: How many leavers have gone on to 6<sup>th</sup> form at KJS?</p> <p>A: 2 but it was a very small cohort of just 66 pupils.</p> <p>Q: Do they go to York college?</p> <p>A: Some do and also Ripon Grammar and Harrogate.</p> <p>Q: Are we transporting the 2 pupils over from Boroughbridge to King James?</p> <p>A: Yes as well as 2 pupils in year 13, so 4 in total.</p> <p>Q: Are you planning on changing anything this year?</p> <p>A: We have learnt about how we prepare children with revision. Looking at encouraging children to attend revision and intervention sessions, continuing to raise standards in the classroom through adaptive teaching, We will continue with 3 sets of mocks. There will be nothing specifically big and different just tuning it into this year's cohort which is different to last years.</p> <p><b>KJS</b></p> <p>Presented by Stuart Giles. Papers had been previously circulated.</p> <p>Key points:</p>	

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		<ul style="list-style-type: none"> <li>- Attainment pretty much the same as previous yet set in a context of a group we didn't think was as strong.</li> <li>- Slightly fewer students with high prior attainment.</li> <li>- Looking at areas we targeted last year, combined science was very pleasing.</li> <li>- Disadvantaged tracking at an average grade of 3 which increased to 3.5 across each subject.</li> </ul> <p>We are getting closer to 2019, but we still have some work to do. SEN did much better, SEN E got solid results in challenging subjects.</p> <p>English literature took a dip this year which had been slightly pre-empted. Changes have been made to curriculum for this year for year 10 and 11 so we will see the impact of this.</p> <p><i>Q: Do you still teach English literature and language separately?</i></p> <p><i>A: Yes, but by the same teachers.</i></p> <p><i>Q: But you can teach them both together?</i></p> <p><i>A: That's what we do, they have 9 sessions a week and its taught combined.</i></p> <p>Triple Science still needs improvement. Two groups, one of them contained a number of SEN students, did worse than the other one. Physics did relatively better than the other two. Still working on triple Science and there is new leadership in Chemistry covering maternity leave.</p> <p>Vocational subjects- remedial action taken in BTEC Sports and Performing Arts, but they were slightly lower, so we do have some concerns in BTEC assessments.</p> <p>We are tracking 4 subject areas weekly, we have already spoken about English and Science, but also Computer Science and RS. Subject leads will meet with SG and PM to see what support we can offer over the next year.</p> <p>French was strong and best performing GCSE this year. Top 10 students have all got 9s with a few 8s and the male / female gap closed this year.</p> <p><i>Q: Significant difference between the teaching of the 2 groups in computer science?</i></p> <p><i>A: There is an ECT in one group who was being supported but has since left. Head of department is a strong practitioner, but the students still struggled. There is an under estimation of what needs to be done by students which we need to look at. There is new recruitment in this subject so feeling this is strengthened department.</i></p> <p>Overall, it was quite positive. 6<sup>th</sup> form numbers have increased, and students have moved into the next steps of education with what they needed.</p>	

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		<p><i>Q: Is there anything that you will be doing differently this year?</i>  <i>A: We have so many strengths and subjects doing well. We need to get other departments to buy into the way that they're doing things and get consistency across all subjects.</i></p> <p><b>6<sup>th</sup> Form</b>  Reports had been previously circulated.  Highlights:</p> <ul style="list-style-type: none"> <li>- Results from results day.</li> <li>- Number of reviews in marking so there has been an increase in results.</li> <li>- Grades are up from last year, positive outcomes.</li> <li>- A* to C grades are better than average for all schools.</li> <li>- C+ average grade.</li> <li>- Increase in average point score at v34.4 (32.9 previous year).</li> <li>- Boys outperformed girls.</li> <li>- Vocational subjects have all been really positive and they have performed well.</li> </ul> <p>We were pleased with the results. Definitely have concerns around curriculum decisions driven by government and funding around certain subjects. We only run 3 applied courses in 6<sup>th</sup> form, and with funding decisions being changed, especially in relation to Business, this could be problematic .  Applied Business is hugely successful, so it is a worry and communication is key.</p> <p>Overall value added for school +0.13.</p> <p>JOH is looking at disparity between forecast grades and final outcome results. There will always be contextual issues however there are concerns over assessments being taken and the interventions in place.  Pleased with where pupils are moving onto and what they go on to do. 91% of 88 students applied to UCAS and have secured a place.  Retention figures for Year 12 and 13 was 95% which is also positive.</p> <p>Recruitment enrolment day – 123 in year 12 but we may see a few more join in the first few weeks while the option is still open. Looking at initial application numbers, 23 students didn't come back but there are reasons behind these detailed in the report.</p>	

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		<p>Q: If students wanted to come back and haven't been able to, do you give them some guidance?</p> <p>A: Yes. We had both colleges on results day for children who didn't get what they wanted.</p> <p>Q: Are you happy that you don't do re-sits in the 6<sup>th</sup> form?</p> <p>A: If we offered resits this year, we would have 5 children in a Maths and English class which wouldn't be viable. The system we have in place works.</p> <p>Q: Of the students that went to university, what % are first gen students?</p> <p>A: I don't know. We promote it but we don't track it.</p> <p>A: The last time we tracked, it was over 50%.</p> <p>Q: A-C is very strong; do we have a comparison for all schools A-B?</p> <p>A: We don't have that data.</p>	
13	KJS Headteacher recruitment	<p>Updates:</p> <ul style="list-style-type: none"> <li>- Very positive set of applicants.</li> <li>- Meeting to shortlist.</li> <li>- Interviews next week.</li> </ul>	
14	Documents for noting.	<p>Visit Reports – added to governor hub:</p> <ul style="list-style-type: none"> <li>- LA visit report, JN KJS Science.</li> <li>- IY Link governor report</li> </ul> <p>Q: One of the recommendations on the LA report is a link governor for science. Did you discuss that with him?</p> <p>A: Not in any detail, it was just a recommendation.</p> <p>Q: How strong a recommendation was it?</p> <p>A: In an ideal world you would have a governor linked to each subject, but time constraints dictate if this is viable. It wouldn't be my highest priority.</p> <p><b>Governors agreed that it would be an initial focus of SDP group and for curriculum link governors to look into as part of their existing link work, and we would not have a specific link governor for science at this point.</b></p> <p>Q: As Acting Head are you comfortable with science and it being back on track?</p> <p>A: Yes. We currently are fully staffed with specialist in all 3 subjects.</p> <p><b>SG left at 7.15pm</b></p>	

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15	PAN	<p><b>BHS</b>  Would like to reduce the PAN to 93 for students coming into year 7. This isn't a reduction across all year groups just year 7. This figure is more accurate than 128, its future proofed and fit for purpose.  <i>Q: Has the transport policy had an impact on pupil numbers?</i>  <i>A: NYC are saying no but we have 47 children in year 7 and only 3 of these take the bus.</i>  <i>Q: Are we working closely with primary schools in catchment?</i>  <i>A: Yes, we are.</i>  <i>Q: Do you have any open days coming up?</i>  <i>A: Yes, and we have year 5 &amp; 6 children coming into school for learning sessions as well.</i>  <b>Governors agreed to approve the proposed PAN for BHS.</b></p> <p><b>KJS</b>  PAN set at 270, no changes required.  <b>Governors agreed to approve the proposed PAN for KJS.</b></p>	
16	Business services update incl. HR, H&S & training.	<p>Reports previously circulated.  JW ran through key notes from the report.  There were no questions.</p> <p>Business Services:</p> <ul style="list-style-type: none"> <li>- New Floor in kitchen.</li> <li>- Dishwasher has been repaired.</li> <li>- LA committed to do the electrical wiring repairs at a cost of £14,000 but haven't come to do it over summer.</li> </ul> <p><i>Q: Will the works not be being done impact the Insurance?</i>  <i>A: It shouldn't do. I will continue to chase the LA.</i></p> <ul style="list-style-type: none"> <li>- Gas leak problem at KJS. Minor gas leak. Been isolated across nights and weekends. Taken out the use of science rooms. Gas pipes need to be re-laid which comes under the Landlord's remit, so we have approached the LA.</li> </ul> <p><i>Q: How much of a curriculum detriment is the rooms being closed off?</i>  <i>A: Its not great but we are managing.</i></p>	

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		<p>Things to note for keeping an eye on:</p> <ul style="list-style-type: none"> <li>- Capital Spending once JW leaves.</li> <li>- MIS Contract will need to be looked at; we have been allowed a further year.</li> <li>- Photocopier lease is coming up.</li> <li>- Building Responsibility policies will need to go back to headteachers so the Health &amp; Safety policy will need a review.</li> </ul>	
17	<b>OFSTED update</b>	<p>Report circulated by KS. BHS will be part of the pilot next week which we are pleased to be involved in. It will be a thorough process. There will be 4 inspectors and an observer on the first day and three inspectors, an observer and the National Director on the second day</p> <p>Governor's role is critical. Areas are different and safeguarding will be judged as a stand-alone item and looked at first. SEF has been re-written and evaluated - every area has been evaluated as 'expected standard' as a minimum, with some areas moving towards 'strong standard' HS strengths:</p> <ul style="list-style-type: none"> <li>- Inclusive school and know our students well.</li> <li>- Transformation of behaviour culture.</li> <li>- Improvement in attendance.</li> <li>- Capacity of leadership to effect rapid and sustained changes.</li> </ul> <p>Governors to look at yellow areas in recent governor health check documents before next week.</p> <p>Governor availability:</p> <ul style="list-style-type: none"> <li>- Tuesday: PD, AH, BH all day, IY, AS PM.</li> <li>- Wednesday: Feedback at 4pm.</li> </ul> <p><i>Q: How long will feedback last?</i> <i>A: Maybe 20-30 minutes.</i> JOH will come over to BHS to support for the day on Tuesday.</p>	
18	<b>Finance Update</b>	<p>EFG met on 11<sup>th</sup> September. Key points for noting:</p> <ul style="list-style-type: none"> <li>- Tennis Club.</li> </ul>	

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		<ul style="list-style-type: none"> <li>- 3G Football Pitch.</li> <li>- Trust Funds.</li> <li>- Cost Savings coming back to November meeting.</li> <li>- £16.7k surplus in year at period 5 for BHS.</li> <li>- £52.6k deficit in year at period 5 for KJS which will reduce the reserve to £160k.</li> </ul> <p>Scheme of Delegation.</p> <p>A lot of finance and HR items have been delegated to JW. The delegation will change and revert back to the Headteachers once JW leaves. BHS has the LA safeguard for spending over £5k. Need to look at a couple of things:</p> <ol style="list-style-type: none"> <li>1) How do you want to manage this going forward and what controls will be in place.</li> <li>2) In respect of KJS, how much delegated responsibility do you want to give to school with recruitment and TLR's.</li> </ol> <p><b>Governors were in agreement to accept JW offer to stay on the Scheme of Delegation in the short term whilst he is supporting the schools and the EFG to come up with a proposal at the next meeting in November.</b></p>	
19	<b>Red Kite Subscription Analysis</b>	<p>Document circulated in advance by PM.</p> <p>Cost benefit analysis shows a benefit slightly above actual cost, however it was underutilized last year, and we didn't take up anything that was available until after February. As a school we have only been part of Red Kite for 1 academic year, we joined in September 2024. Since February we have used quite a lot of the credits we purchased in our subscription package, and they have allowed us to use some of last year's unused credits this year.</p> <p>PM would like to propose to continue with the subscription and renew for this academic year.</p> <p>JW would like to make governors aware that this cost is not currently budgeted for.</p> <p><i>Q: Are there any intangible benefits that aren't included in the cost-benefit analysis?</i></p> <p><i>A: Yes, there are things we access that you can't put a cost value against and these are included in the report.</i></p> <p><i>A: We are not putting any external support costs in our budgets at all. Should we have a school</i></p>	

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		<p><i>improvement line in the budget which allows us to buy external support.</i></p> <p>Really grasped opportunities in last 6 months which have been a benefit to the school.</p> <p><i>Q: Should we be looking at this as a cost across both schools as a federation?</i></p> <p><i>A: KS didn't feel it was appropriate for BHS. As a school they only have £4000 in CPD budget.</i></p> <p><i>A: Could BHS not be part of Red Kite but work with KJS to get some benefit, it would be very informal.</i></p> <p>We shouldn't forget what the core purpose of a school is, and governors are asked to look at the benefits the Red Kite subscription has provided to school in the area of school improvement.</p> <p><i>Q: We must have some money set aside in the budget for CPD at KJS?</i></p> <p><i>A: We set CPD at £5000 as the budget was so tight.</i></p> <p>Looking at school improvement, if you remove this then all staff would have to go to red Kite for CPD.</p> <p><i>Q: Do you spend it beyond Red Kite?</i></p> <p><i>A: This is the core that people tend to go to.</i></p> <p>All concerns were noted, including that the cost is not currently budgeted for. Positive decision to invest in something important for school improvement and savings will be sought elsewhere.</p> <p><b>Governors were in agreement to invest in renewing the Red Kite subscription and sharing it across the federation where possible.</b></p>	
20	<b>Policies for approval</b>	<p>The following policies had been shared for ratification:</p> <p><b>Federation:</b></p> <p><b>HR Policies:</b></p> <ul style="list-style-type: none"> <li>- Capability</li> <li>- Collective Disputes.</li> <li>- Developing Performance Policy and Guidance.</li> <li>- Eyecare.</li> <li>- Leave Policy and Guidance</li> <li>- Local Government Pension Scheme.</li> <li>- Health &amp; Wellbeing Strategy and Action Plan.</li> <li>- Smokefree Workplace.</li> <li>- Workplace Substance Misuse.</li> </ul>	

No.	Agenda Item		ACTION
		<ul style="list-style-type: none"> <li>- Website Privacy Policy</li> </ul> <p><b>KJS</b></p> <ul style="list-style-type: none"> <li>- Inclusion and SEN Policy</li> <li>- IT Disaster Recovery Plan</li> <li>- School CP Policy</li> <li>- Pay Policy Incl Guidance and changes from 2024/2025 supporting documents.</li> </ul> <p><b>BHS</b></p> <ul style="list-style-type: none"> <li>- Pay Policy</li> <li>- Teaching &amp; Learning</li> <li>- Child Protection Policy</li> <li>-</li> </ul> <p>Need some clarity of which are school policies to make amendments to, and which are NYC policies that can't be changed.</p> <p>Attention drawn to Pay Policy as within this there is a late change to be noted for both schools. KJS have been using R&amp;R payments for some time now instead of TLR payments and would like to propose we set a TLR3 rate as follows:</p> <ul style="list-style-type: none"> <li>a) £500</li> <li>b) £1750</li> <li>c) £3000</li> </ul> <p>BHS rates are slightly different.</p> <p><i>Q: Are there any people still under R&amp;R protected by the 3 years?</i></p> <p><i>A: There are, these changes would be only for new payments.</i></p> <p><i>Q: If you change the pay range from the NYC recommendations, does HR need to approve these?</i></p> <p><i>A: They are still within the range we are allowed to move to.</i></p> <p><b>Governors were in agreement to adopt all policies with immediate effect.</b></p>	

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21	<b>Correspondence &amp; AOB</b>	Governors would like to formally thank JW for everything he has done across the federation. His expertise and professionalism will be missed, and we would like to wish him every success in his new appointment.	
22	<b>Date of Next Meeting</b>	<p>- FGB 27November 2025 @ KJS 5.30pm</p> <p>Governors were reminded of the Panel training on Monday 20<sup>th</sup> October 5.30pm at KJS.</p>	

The meeting ended at: **8.30pm**

Andy Howard (Chair):

Date:

### **ACTIONS ARISING FROM MEETING**

<b>Item 6</b>	Amendment to Minutes and reuploaded to GH.	<b>SE</b>
<b>Item 7</b>	Updated Scheme of Delegation from HR for the Performance Management Committee	<b>JW</b>
<b>Item 8</b>	Contact GS regarding EFG membership	<b>SE</b>
<b>Item 8</b>	Skills audits to chase and send all to AH	<b>SE</b>
<b>Item 10</b>	Learning Walk Guide from KJS to be shared with all governors	<b>PM/SE/AH</b>
<b>Item 10</b>	School Leaders to arrange tour visits with GS / RP.	
<b>Item 11</b>	Training Folder for certificates to be added to GH.	<b>SE</b>

<b>Item</b>		
<b>Items for next agenda</b>	Attendance & Behaviour Peer Review Health & Safety Policy Review	<b>PM</b> <b>JW?</b>