

Minutes			
Title:	People and Stakeholders Meeting		
Date:	4 th May 2016	Time:	5.30pm
Chair:	Rosalind Goldson	Location:	Compass

MEMBERS					
Name	Present	Name	Present	Name	Apologies
Rosalind Goldson	Present	Jenny Hobden	Present		
Penny Smith	Present	Dave Bennett	Present		
Andy Smith	Present	Aimee Kilbourne	Present		
Maria Everley	Present	Geoff Hurst	Present		
Colin Crane	Present	Hazel Cole	Present		
Judith Chambers	Present	Nicky Willett	Visitor		
David Claricoates	Guest	Pam Radford	Present		

NOTES	
#	Agenda Item
1.	Welcome and Apologies
	1.1 No apologies received
2.	Declarations of Interest
	2.1 None
3.	Matters arising and confirmation of minutes from 7th October 2015
	Items for AOB
	3.1 Pay Policy – an outline of the Criteria for awarding pay progression must be clearer this to be done asap as it will be needed in the new academic year.
4.	The Student Voice – David Claricoates
	4.1 DCL explained the latest survey. A new one has just been issued and results will be in shortly. A Governor suggested a graph of results to show the difference between last year's results rather than a list of numbers. A Governor pointed out that homework not been marked had a very low number, DCL explained that this was last year's results and things had improved since the last survey. Lunchtime activities, more related to boys, as we have football session which were very popular, Governors suggested things to encourage girls, music and dance groups. An email to girls to ask them what they would like to do during lunch time would be a good idea. It might be possible to timetable light teachers into lunch time clubs next academic year. A Governor suggested a cross country club which is popular.
	4.2 Students have met to discuss the canteen, and things had changed.

	<p>4.3 Students email the student voice which DCL monitors, students give positive and negative feedback issues who are not allowed to name students or teachers if the comments are negative. DCL will pass on positive remarks to teachers and students. DCL was very positive with the quality of the student's emails.</p> <p>4.4 A Governor asked how we acknowledge students, DCL confirmed he emails everyone back. Going forward DCL would like a regular slot in tutor time so students have a greater opportunity to email their thoughts/suggestions.</p> <p>4.5 A Governor picked up from the student voice sheet that one of the pledges in Maths had not been followed up, DCL will follow that up.</p> <p>4.6 A feedback on new results to be shared at next meeting in graph form.</p>
5.	Overview of KS3, 4 and 5
	<p>5.1 Attendance currently at 94.5% overall. Year 7 and 8 attendances is better than KS4, there are a few poor attenders in year 11.</p> <p>5.2 Academic progress will be more fragile this year due to the numbers of students taking exams. Mentoring sessions with SLT are going well, and extra revision sessions have been put on. Governors asked about the wellbeing of students and staff, staff have been offered strategies to cope with extra exam pressures. A Governor said it was important that staff were recognised for their achievement at the end of the academic year.</p> <p>5.3 Number of students expected on roll next academic year would be around 110/130 for Year 10, and about 120 for year 12. There is an issue with numbers in Year 7 the intake could be as many as 250 but the LA will only fund us at our PAN of 230. There is an appeals process which we are currently going through. A Governor suggested if we were not funded for 20 extra students why not take an extra 10 to make a full class.</p> <p>5.4 Only 5 have applied for Tech x but numbers will increase. A Governor suggested lunchtime taster sessions to advertise what subjects are on offer in Post 16.</p>
6.	Staffing Situation – update for next academic year, any current issues
	<p>6.1 Currently interviewing internal staff for Lead Practitioner across three academic areas. The successful candidates will work across our MAT.</p> <p>6.2 Appointed new staff for next academic year. A Governor asked if we had asked them why they had applied to Bosworth. The response was they liked our ethos and we interested in teacher 11-18 year olds to get a broader teaching experience.</p> <p>6.3 A Governor asked if we were still offering the sabbatical, 2 staff will be taking up this offer next academic year.</p>
7.	Relevant items concerning MAT developments
	<p>7.1 The MAT approval date is 12th May. One school in on board and a few more have expressed an interest in joining our Multi Academy Trust. There will be an interim report sent out to all Governors after the 12th May before the next full Governors meeting.</p>
8.	Overview of pastoral issues to include the community and local schools view of the academy
	<p>8.1 No complaints at the Parish Council. Students are well behaved around the village and in the local shops.</p>

9.	Policies to be reviewed
	9.1 No policies need reviewing at this time.
10.	Review and approval of committee remit
	10.1 The remit was discussed it was decided to add Parents and Friends of Bosworth Academy to our remit. Also to be added was the wellbeing of disadvantage children.
11.	Standing Items
	<p>Governor visits</p> <p>11.1 A Governor suggested that the visits going forward should be closely linked to the academy development plan, and the strategic planning wheel. It was suggested that a Governor could look at one student and follow their attendance patterns. Complaints procedure – how they are received and dealt with. After any visits a feedback to full Governors with their findings. I was pointed out that new Governors would need to know what to look out for and what questions to ask, it was agreed that paring up Governors, one new with a more experience Governor to guide them through the process.</p> <p>11.2 A Governor visit to accompany students on the school bus will be discussed in the new academic year.</p> <p>Financial issues to Steering</p> <p>11.3 - None</p> <p>Parental involvement</p> <p>11.4 See AOB</p> <p>The Forth Way</p> <p>11.5 – Music teaching – we need to offer more as an Academy.</p>
12.	AOB
	<p>Parental involvement</p> <p>12.1 Governors discussed the need for parental involvement, it was thought it was a financial need. We need to advise parents on the best way to help students with revision. A Governor said as a parent she is unsure what the academy wanted parents to do. Do we want them to raise money for a specific project, social activities, sport project?</p> <p>It was decided to produce a leaflet to hand out on the evenings of 29th and 30th June for new starters and then email it out to existing parents. The leaflet would consist of a menu of suggestions as above and also an option to add comments for any other suggestions.</p> <p>The email address that will be set up will be parentsandfriends@bosworthacademy.org.uk</p>
13	Governors Summary
	<p>With the fragility of exam results due to the number of students this needs to be monitored closing and looked at year on year.</p> <p>All Governors visits should be linked to the Development Plan/strategic planning wheel.</p> <p>Parental involvement – plans in place to encouraged parents to be more involved.</p> <p>Student Voice – follow up more on feedback.</p>

14	Date of next meetings – Wednesday 26th October 2016 in the Compass @ 5.30 Wednesday 15th February 2017 in the Compass @ 5.30 Wednesday 17th May 2017 in the Compass @ 5.30
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#	Action Item	Owner	Due Date	Status	Notes / Update
	Minutes of the 10.2.2016				
3.1	Principal to make pay policy clearer	CHA	ASAP		
4.6	A feedback on new results to be shared at next meeting in graph form.	DCL	26 th October 2016		
10.1	Changes to be made to remit	PRA	ASAP		Changes passed to Carly 6/5/16

MINUTES AGREED & SIGNED

Chair:	Date:
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