

Bosworth Academy Steering Group minutes

Monday 29th November 2016

Present: Hazel Cole (Chair) Andy Smith, Atika Kholi, Colin Crane, Geoff Hurst, Jenny Hobden, Ros Goldson

In Attendance: Simon Brown (Head of School), Rachel Richardson (Clerk)

Apologies:

Agenda Item	Notes	Action
1. Welcome and Apologies	1.1 Chair welcomed everyone to the meeting 1.2 No apologies had been received 1.3 RG had advised she would be late to the meeting	
2. Declarations of interest	2.1 None declared	
3. Notes and actions from previous meeting	3.1 Minutes were accepted by the meeting as a true reflection of the meeting held on 8 th June 2016 3.2 Action points were updated	
4. Review and update Steering remit	4.1 Governor questioned whether the Steering group is still needed when we become a MAT, the remit was looked at and discussed It was agreed that the Steering committee would remain until the MAT is fully up and running 4.2 Chair explained to the meeting why SEN/Safeguarding and Nursery Governor were now involved in the Steering group. This was to save them going to all committee meetings There will still be a standing agenda item at each committee meeting for safeguarding and any issues will be fed back at steering 4.3 It was discussed which committees SEN and Pupil Premium should sit. It was agreed for it to sit with People & Stakeholders. Governor suggested that Nursery should sit with and be overseen by the Full Governors. This was discussed and it was agreed it should not be with Learning & Teaching committee but should be with People & Stakeholders committee 4.4 Infrastructure will report any items to People & Stakeholders 4.5 Chair questioned if we should rename our committees	4.1 Discuss again in the new academic year Autumn term agenda 4.2 Amend remit to reflect changes discussed Clerk to share with Steering committee which policies they are responsible for 4.5 Discuss at future meeting
5. Remit – people and stakeholders	5.1 Chair of People and Stakeholders committee asked for agreement for Post 16 bursary and Marketing to be the	

Bosworth Academy Steering Group minutes

	responsibility of the People and Stakeholders committee This was discussed and it was agreed	5.1 People and Stakeholders remit to be amended
6. School update/overview	<p>6.1 Head of School gave an update of the academic year so far He reported that we have had a good start to the year – very busy at the start of term with GCSE results and training days In his first ‘state of the nation’ speech he had launched ‘growth mindset’ and how every student can achieve There was also a keynote speaker Sir John Dunford who was well received by staff He reported that it has been a challenging start for the Executive Principal and Head of School in their new roles and also other members of SLT who have taken on new roles Small support staff restructure due to PA commitments</p> <p>6.2 The chair <i>questioned</i> if things have gone to plan and how he expected them to – Head of School said he felt things had gone well and is still work in progress</p> <p>6.3 Rewards evening at King Power at start of term was very well received – this will continue as an offsite venue Well received open evenings, Post 16 and Key Stage 3 Governors <i>questioned</i> the recruitment for next year – this is strong for Year 7 we will not know for Post 16 until that recruitment starts</p> <p>6.4 Challenge Partners recent visit had been a positive review – although Head of School pointed out that the team was not as rigorous as could have been – Head of School reported that SLT did not feel challenged. Science is an area of excellence and we have a visiting school coming in next week that will pay for a visit. Science day planned for Summer term Maths day was very well received with an evaluation of 9.5/10 Governor asked for Learning and teaching SLT member to feed back on Challenge Partners</p> <p>6.5 Raiseonline report has just come out and is in the process of being analysed by SLT</p> <p>6.6 Head of School shared the recent Progress 8 report for Leicestershire schools</p>	<p>6.4 Head of School to speak with SLT Member re feeding back to L&T</p> <p>6.5 Chair asked Head of School to give a brief overview at Full Governors meeting next week</p>
7. Impact statements	7.1 It was agreed for these to be discussed at Full governors	7.1 Clerk to request from

Bosworth Academy Steering Group minutes

		committee clerks
8. Policies for ratification	8.1 No policies needed ratifying	
9. Safeguarding issues	9.1 Head of School is now trained DSP – Head of KS4 will take the lead for the Academy 9.2 Two Governors are on a governor training course tomorrow	
10. SEN issues	10.1 None raised	
11. Nursery Issues	11.1 None raised	
12. Governor visits	12.1 Governors has visited ICT department 12.2 Governor shared the Governors wheel - to be looked at by each committee for ideas for visits	12.2 Clerk to share the wheel with all Governors
13. Review of risk register	13.1 Chair said as Chairs of committee you should have put together a risk register 13.2 It was agreed that register should have separated risks – current and also closed out	13.1 All chairs to send register to Clerk and they will hold central risk register 13.2 Standing agenda item for each committee
14. MAT Scheme of Delegation	14.1 The scheme of delegation items to be delegated to the MAT were discuss and agreed as: 14.2 Potential shared services for infrastructure team Chair asked if, at a MAT level, we should have an Infrastructure committee – this was discussed. And agreed demand at local level and then pool (maintenance /IT) to a centralised area for delegation 14.3 Non centralised control on the curriculum 14.4 People and Stakeholders – still being looked at and will see how things develop 14.5 Chair explained that Directors have asked if we want parity Finance – local control but top slice to cover staff costs within the MAT	
15. Pay Review and Pay Progression	15.1 Head of School informed the meeting that pay awards need agreeing by 1 st Jan 2017 15.2 PIP reviews for teaching staff have taken place – lots of success on results Some staff reviews still to take place – these will not be included in this round of pay progression but will be backdated 15.3 Head of School reported on the robust evidence needed for pay progression	

Bosworth Academy Steering Group minutes

	<p>27 of 32 staff are eligible for pay progression – 3 requests for +2 points - 2 agreed</p> <p>15.4 Head of School has asked for advice from Executive Principal on some of the requests</p> <p>15.5 Governor asked Head of School for the affect this will have on the budget – Head of School does not have this information yet</p> <p>15.6 Governors agreed Head of School’s recommendations and thanked him for his robust work on this process</p>	
16. Ofsted	<p>16.1 Head of School reported that there is a school similar to us that have tried to bring Ofsted in early. Although we are able to request this – this is something Ofsted do not do</p> <p>16.2 Governors <i>challenged</i> - Is our quality of teaching good in all lessons?</p> <p>16.3 Head of school confirmed it is but our quality of data is not Governors accepted this</p>	
17. Edubase	<p>17.1 Clerk advised this is a DfE website and holds governor names and positions This has not yet been updated for this academic year</p>	17.1 Clerk to update Edubase Bring back to Spring term meeting
18. Training and Development	18.1 None	
19. Setting the Agenda for FGB	<p>19.1 Agenda items discussed</p> <p>19.2 Chair asked for Governors to seek recruitment to the Governing body as most governors are doubling up and this is causing time pressures</p> <p>Update from Head of School 10 minutes</p> <p>Progress 8 video and Dfe Fact sheet</p> <p>Impact statements</p> <p>Policies</p> <p>Safeguarding</p> <p>SEN</p> <p>Nursery</p> <p>Risk register</p> <p>Pay review Pay Progression</p> <p>Ofsted</p> <p>Edubase</p> <p>Training and Development</p>	All to actively look to recruit new governors
20. AOB	20.1 Chair asked the chairs of P&S L&T – to continue with	

Bosworth Academy Steering Group minutes

	succession planning for next year	
21. Meeting closure	21.1 Meeting ended at 8.20 pm	
22. Date of next meeting	22.1 Wednesday 22 nd March 6pm	