

**Minutes of Bosworth Academy People and Stakeholders Group Committee
Monday 17th May 2017**

Attendance:

Ros Goldson (Chair)	Present	Jenny Hobden 6pm	Present/late	Hazel Cole	Apologies
Penny Smith	Apologies	Kate Grocock	Present	Dave Bennett 6.05pm	Present/late
Rachel Richardson (Clerk)	Present				

Apologies:

Agenda Item	Notes	Action
1. Apologies and introductions	1.1 Chair welcomed everyone to the meeting 1.2 Apologies had been received prior to the meeting from HC and PS had advised she would be late due to a prior commitment Apologies were accepted	
2. Declarations of interest	2.1 No declarations of interest were declared	
3. Notes and actions from previous meeting	3.1 Minutes from the last meeting were discussed and accepted as a true reflection of the meeting held on 8 th February 2017	
4. Proposed admission numbers for next academic year – any issues for each key stage	4.1 Dave gave an update on the year 7 figures. He asked the Clerk to clarify these figures which was confirmed at 250. 70 turned down and we have 22 appeals. 4.2 DB confirmed that Winstanley are now up to their PAN for year 7. Both schools can co-exist with the numbers we are getting in. We are not getting a lot of Winstanley students applying to Post 16 as they tend to go to city providers 4.3 Some concern over the lack of students coming to us in Post 16 from Market Bosworth – DB said we need to look ability to offer a broader set of subjects. Some A Level courses are running at a small loss compared to GCSE's. 4.4 Chair asked if this is any cause for concern – DB confirmed that there is not 4.5 It was questioned if our Open Day is aimed at Post 16 – this was confirmed but it is for anyone to attend – KG questioned whether this is a disadvantage when younger children are running around and Post 16 may feel put off – this was discussed and	

	<p>deemed not to be a problem</p> <p>4.6 PAN was discussed and whether it should be lowered as we are not funded for students until the following year. Contact has been made with the EFA and is being looked at</p>	
5. Marketing budget	<p>5.1 Finance chair passed round a copy of the budget and gave an explanation of the figures. These were discussed. The marketing Manager will now be on a consultancy basis and the apprentice will stay along with input from Winstanley. This will be more MAT</p> <p>5.2 KG questioned if we can do any analysis on the figures to see whether our advertising is beneficial. Other costs were also queried. AS responded by saying this can be done but it can't really be quantified</p> <p>5.3 Chair asked what will happen now – AS confirmed there will still be a marketing budget and it will remain at the same this year as there is still a need. The spend does need to be quantified and asked if we are getting value for money</p> <p>5.4 Governor JH arrived at 6pm to join the meeting. RS updated JH on the item</p> <p>5.5 It was agreed that fence banners are needed as these are effective for getting people through the doors</p> <p>5.6 Governors asked for the marketing apprentice to join a future meeting</p>	Ros to invite Jonathan King to the Spring meeting
6. Scheme of delegation	<p>6.1 How does it apply to People and Stakeholders Committee and are there any changes to the remit necessary</p> <p>The scheme of delegation had been circulated prior to the meeting and it was agreed that policies were the only item in the scheme that falls into the P&S committee</p> <p>6.2 This was discussed and agreed that the P&S committee will continue with the current remit and roles and responsibilities this will be reviewed annually unless needed at any other meeting</p>	Mat Scheme of Delegation to be on Summer term agenda
7. Summary of new Behaviour for Learning strategy	<p>7.1 This had been presented at the last Learning and Teaching committee meeting. DB gave a short synopsis of the strategies introduced in the policy. The new strategies have started and will roll from the next academic year fully</p> <p>7.2 Governors discussed the presentation given by BW last week. DB explained that some of our difficulties lie with parents and this</p>	

	<p>is something we have to work on</p> <p>7.3 KG felt that as a parent governor she was very pleased with the policy but there are still some comments made by her children that there is low level disruption that needs to be dealt with. DB confirmed this is what we are trying to do by bringing in the new strategies</p>	
8. Staffing update	<p>8.1 DB advised Governors that from the next academic year he will be Co-Head at Winstanley and be the MAT Head of School rather than the Head of School at Winstanley. Governors congratulated DB on his appointment and thanked him for his input to the People and Stakeholders Committee</p> <p>8.2 There will be some changes in the Senior Leadership Team because of this appointment and this will all be done internally.</p> <p>8.3 One of our English teachers has been successfully appointed at Winstanley and also a Science TLR has taken a position temporary for one year as Head of Science. This is good that we don't lose. We will back fill these vacancies. We will be fully staff for the next academic year. A Head of RS has been appointed across the MAT. An update of the maternity leave returns was given and other appointments made.</p> <p>8.4</p>	
9. Any other issues positive or negative	<p>9.1 Chair asked if there were any issues with students getting results – DB confirmed he did not have any. Students are prepared and ready and working hard – there have been lots of interventions. Exam started on Monday and will finish at the end of June</p>	
10. Agenda items for the next academic year	<p>10.1 Chair had given some ideas (see agenda) and these were discussed</p> <p>10.2 It was agreed that the items to discuss and when would be: <u>Autumn Term</u> - Post 16 Bursary, Community Cohesion/Fourth Way, Cover system <u>Spring Term</u> – Behaviour for Learning /Marketing <u>Summer Term</u> - Apprenticeship levy A discussion took place on community cohesion and if this is happening – it was agreed this is not happening as much as we would like</p>	<p>Invite Jonathan King to Spring meeting DBE to speak with DCL re community cohesion</p>

	10.3 Chair asked for all Governors in attendance to consider remaining on the committee for next year	
11. Review and approval of committee remit including Scheme of delegation	11.1 Remit was looked at and discussed. Pay policy should be removed from the remit as this is MAT responsibility. Remove the word committee from parents and friends committee. Remove Admissions policy. Home school agreement to take into account new NfL policy. Keep capability complaint staff discipline Loose Admissions Quorum was discussed and needs to be looked at to make it across the board	Clerk to amend and reissue the remit Home school agreement to be Clerk to speak with COG re quorum
12. Policies to review	11.1 Appeals – this was discussed and agreed no amendments were needed 11.2 Family Leave – this was discussed and agreed that no amendments were needed	
13. Standing items	13.1 Scheme of delegation to be added for Summer term 13.2 Absence management of staff – this was updated – 1 teaching staff and 2 support staff 13.3 KG would like to do a governor visit on BfL KS3. RG had attended a revision sessions during Easter. KG commented that it is a good idea to have recommended revision guides connected to subject areas. This was discussed and DBE said website is still being worked on and updated regularly 13.4 Financial issues to be referred to Steering committee – none 13.5 Parental involvement – nothing to report 13.6 Fourth way has already been discussed 13.7 Risk register items – post 16 recruitment, SLT changes in light of DBE leaving, Development of MAT and keeping/losing strengths	
14 Impact Statement	14.1 Governors scrutinised the marketing provision and this will be reviewed in the spring term. Changes made to the remit. Reviewed and ratified two policies. Plans made to investigate further the impact and effectiveness of the BFL. Plans made for agenda items for next year.	
15.1 Date of next meeting	Meeting closed at 7.50 pm	

