



MEETING OF THE FULL GOVERNING BODY

Monday 9th December 2024, 19:00 hours.

Present: Toby Houghton (TH) Head Teacher; Rowena Chalk (RC) Chair; Brenda Brown (BB); Nicky Wastie (NW); Carol MacTaggart (CM); Sarah Wild (SW); Vicky Cobb (VC); Jon Parry (JP); James Horsman (JH).

In Attendance: Laura Griffiths (LGS); Kirsty Powell (KP)

Minutes: Donna Murdoch (DM) Clerk to Governors.

1. APOLOGIES FOR ABSENCE

Richard Carter

2. DECLARATIONS OF INTEREST

None

3. SENIOR LEADERSHIP TEAM PRESENTATION

(LGS) & (KP) gave a presentation on 'Enrichment.' (LGS) spoke about the enrichment days and how they have made these inclusive for every student to participate in the activities should they wish to do so. She gave the governors an insight into the extracurricular clubs and the extended learning afternoons and the variety of subjects and activities on offer to the students.

(KP) spoke about the established house system at Oathall and how previously it has been very summer heavy. They are now spreading this over the school year with more frequent house assemblies and activities including the monthly mini mile run, quizzes, a bake-off style competition and many other pursuits.

(KG) completed the presentation with information about the student leadership programme. This involves establishing all the leadership roles in school, creating a leadership award, holding leadership conferences & workshops, and having a student leadership notice board.

4. APPROVAL OF MINUTES OF MEETING HELD ON TUESDAY 12th NOVEMBER

2024 The minutes of the meeting held on 12th November 2024 were approved and signed as an accurate record of the meeting.

5. MATTERS ARISING FROM PREVIOUS MEETINGS

None

6. URGENT MATTERS

None

7.

BUSINESS/FINANCE REPORTS

The business report for the period of November 2024 along with the budget monitoring report for the same period were provided to the governors. The three-year budget projection 2024 – 2027 along with the three-year budgeting

executive summary were provided to the governors for approval. The report summarises the school's financial position for the next three-year period. The governors approved this.

8. CHAIRS REPORT

(RC) asked the governors if they would like some additional training with regards to school finances and budgets. The governors agreed that this would be extremely beneficial.

(RC) & (TH) recently attended a federation meeting where Claire Hayes (CH), the assistant director of Education & Skills joined the meeting to hear more about the federation. (CH) stayed on at Oathall for a tour of the site.

(RC) attended a conference on 'behaviour' and how it is impacting schools. In January there will be a parent governor election.

(RC) encouraged the governors to attend assemblies and drop-in sessions at the school.

(RC) will meet with the governors individually in January.

9.

HEAD TEACHERS REPORT

1. Student numbers

										Overseas		Nos on Roll												
										Total IY		Previously												
										Local School		Moved from												
										Admissions 24-25		EHE												
										Transfer		another area												
										PAN/CAP														
Year 7	3	1	2	281	279	Year 8	1	1	270	270	Year 9	96	1	2	1	5	268	270	Year		5			
	10	47	2																			255	255	
Year																					1			
	11	1																					233	235
										Total		21	4	2	1	14	1307	1309						

Total Leavers

24-25 Local or specialist school transfer Moved to another area / Overseas EHE PEx

Year 7 2 1

Year 8 4 1 3

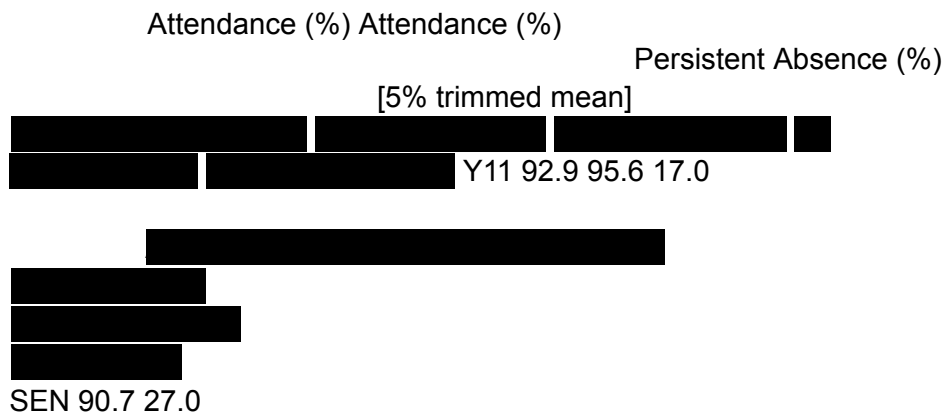
Year 9 6 3 3

Year 10 4 2 1 2 Year 11 4 3 1 Total 20 6 11 3 0

Note: The initial number of first preferences for September 2025 is 250. Student numbers for 2025- 26 was discussed at a meeting convened by the Local Authority for all locality secondary headteachers. At this stage, the LA are not asking schools to take students above their PAN. This will be reviewed in the new year.

1. Attendance %

Academic year to date attendance statistics



2. Suspensions/Exclusions

Academic year to date

Suspensions



25 students have been suspended.

0 permanent exclusions.

4. Three-year budget forecast.

This has been completed by Jo Godbolt and distributed to governors in preparation for this meeting. Please see separate report.

5. School rebuild programme site visit.

On 9 December, a project manager & director visited Oathall for an initial discussion about the project. This was not a survey, but they did a full site walk, taking photos and discussing the current challenges, maintaining the buildings.

6. Year 11 mock exams.

Year 11 students have completed a three-week period of mock exams in all subjects. Their conduct was excellent, and the exam team managed a very smooth-running operation. An analysis of the outcomes will be available for the FGB meeting in January.

7. Staff changes.

Liam Tighe, Head of Year 10, leaves Oathall at the end of term to take up an assistant headteacher post. He is being replaced by Annie Quinnell who is currently a Deputy Head of Year. We are in the process of recruiting internally to fill the DHOY post. Ryan Doyle is joining us as a PE teacher to teach Liam's timetable.

8. End of term performances.

The performance team have been busy rehearsing students for the Winter Festival (11 & 12 December) and for Carols in the Barn (17 December).

10. SAFEGUARDING

(VC) & (BB) will be meeting with (LG) in the new year.

11. DISADVANTAGED & PUPIL PREMIUM STUDENTS

(RC) & (BB) will be meeting with (LG) in the new year.

12. POLICIES & PROCEDURES REVIEW

- Provider Access Policy Statement – approved.

13. GOVERNOR VISITS/STRAND REPORTS

(BB) will provide a report at the next meeting regarding her meeting with Zoe Froud regarding Equality & Diversity.
(NW) engaged in invigilating during the mock exams.

14. ACTIONS ARISING FROM PREVIOUS MEETINGS

Governors confirmed that they had completed this action to read Part 1 and Part 2 of "Keeping children safe in education 2024".

15. ANY OTHER BUSINESS

Debra Perrin provided the 2023 – 2024 annual report for Oathall library. The governors were impressed with the work that Debbie does and would like to personally thank her.

A Reminder that the Governors are invited to the Winter Festival which takes place on Wednesday 11 December and Thursday 12 December.

Also 'Carols in the Barn' event is happening on Tuesday 17th December at 7pm.

16.	DATE & TIME OF NEXT MEETING Monday 13 th January at 1900 hours.
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FGB meeting action log

Details Who Timescale Completed

Meeting at which action raised

12.11.24	Read Part 1 and Part 2 of "Keeping	All	09.12.24	09.12.24
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	children safe in education 2024".			
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