



FGB Meeting
Thursday, 23 July 2020 at 5.30 pm
Via VIDEOCONFERENCE

Chairman: Stuart Weatherall
Meeting Chair: Tahir Darr (Deputy Chair)

MINUTES

Present:

Tahir Darr – **TD**
Steven Mackay (*Headteacher*) – **SMK**
Jonathan Reeves – (*Deputy Headteacher*) - **JR**
Kevin Ward - **KW**
Victoria Jackson - **VJ**
Carl Lander - **CL**
Nick Regan – **NR**
Duncan Giles - **DG**

In attendance:

Jeremy Kaye (*Clerk*)

	Item
1.	Welcome and Introductions The chair welcomed everyone to the meeting and thanked them for their attendance.
2.	Procedural items 2.1 Apologies Apologies were received from Stuart Weatherall, Tom Davies, Michelle O'Doherty, Ashley Russell and Kelly Ogden 2.2 Confirmation of Quorum It was agreed that the meeting was quorate 2.3 Declarations of Interests None were notified 2.4 Notification of Any Other Urgent Business NR – Careers link governor SMK – SEND cost update

3.	<p>The minutes of the last Curriculum meeting on 28 May 2020</p> <p>3.1 The minutes were APPROVED and will be signed in due course</p> <p>3.2 There were no matters arising from the minutes of the meeting on 26 March</p>
4.	<p>Headteacher report</p> <p>SMK gave a brief summary update on his report that had been distributed as usual in advance. He explained the delay to the SIP and that the SLT were going to work on them during the summer. SMK gave an update on the exam results day and explained how this would work including the letter that would be given to each exam pupil in the GCSE year. Results would be given by collection not electronically. JR explained how students needed to practise memory retrieval.</p> <p>Q: Chair: Will pupil premium increase? A: SMK: There will be £80k to go towards pupil catch up and the expectation is that there may be more demand but there has not been a massive increase in issues during lockdown. There will be mental health and wellbeing issues which are already on our radar.</p> <p>Q: Chair: Are we going to send a letter to parents on returning to school? A: SMK: We surveyed parents in years 10 & 12 and few said that they had issues with their children coming back. We do not anticipate many at this stage. We have had no parents contact us to say that their kids are not coming back.</p> <p>Q: DG: Do we have plans for a non-re-opening? A: SMK: Yes. We will be better equipped for home learning.</p> <p>Q: Chair: <i>This is a question from SWe:</i> Will we pay staff if they are at home? A: SMK: Yes, we will continue to pay them.</p> <p>The HT gave an update on the SEND base and the CIF bid for windows which was in.</p> <p>Q: KW: when will the windows be done? A: SMK: We have a meeting tomorrow and we hope to have a timeframe for works then.</p> <p>Q: KW: When will we get the funding? A: SMK: I don't know but it should be end August.</p> <p style="text-align: right;">ACTION: SMK: Find out dates and advise board</p> <p>SMK advised that the expectation was for 100 pupils in year 12 and 100 in year 13 in next year's sixth form.</p>

He continued by stating that laptops had now been distributed to all teaching staff and that additional Covid expenses are still to be worked out but the expectation that there would be a hit of £70-90k as a worst-case scenario.

There was then a discussion around what if anything that could be claimed from the government, the outcome being very little and then around pay increases.

Q: CL: What is this nursing officer role?

A: SMK: She is a fully qualified nurse we now have on site.

SMK continued and gave a summary of the re-opening plans which had been distributed in advance including an explanation of the re-opening letter to parents which explains the staggered start, spacing on the site and hygiene.

School lunch will only be available for pre-order for those on free lunches otherwise pack lunch will be the norm. There will be no snacks available on site.

There was then a discussion around school timings and transport.

Q: CL: Noting the double periods, will each room be cleaned between each set of pupils?

A: SMK: Probably not each time.

He then explained the process for cleaning and explained the process for marking the school for September.

Q: KW: Do we have any vulnerable staff?

A: SMK: No, but we do have some that are anxious

Q: KW: Is there any risk that all work will not be completed?

A: SMK: No, it will be done.

Q: CL: Curriculum versus exams, how will this work?

A: SMK: It will vary but it has not yet been decided.

A: JR: There will be some changes to the curriculum for example in History and practical subjects there will be more changes.

There was then a further discussion around exams and their timing for 2021

5	Diversity & Exclusion TD gave a brief summary including that the school will do something around BLM in September.
---	----------------------------------------------------------------------------------------------------------------------------------

	<p>SMK explained that this event had not yet been planned but all agreed that the school needed to do more with regard to BLM and that this will be included in the SIP.</p> <p>The issue of BLM was discussed including the local geography. It was discussed that the PSW committee should take this up.</p> <p style="text-align: right;">ACTION: PSW committee to take this on.</p>
6.	<p>Governance structure</p> <p>SMK gave a short introduction by way of context. The RSC (<i>Regional Schools Commission</i>) has instructed that there is separation between Members and Trustees related to the SEND centre and the size of the school.</p> <p>There was a brief conversation and the amendment to the governance structure was APPROVED.</p>
7.	<p>Safeguarding and Health & Safety</p> <p>Safeguarding and Child protection policies in light of the KCSIE update in September were explained by SMK and the proposed changes highlighted.</p> <p>The proposed changes were APPROVED.</p>
8.	<p>Risk Register & Risk assessment for September re-opening</p> <p>SMK gave an update on the Covid risk assessment noting that the items in red were new or amendments. He stated that some items were still in development and further changes were likely, like behaviour and one-way systems.</p> <p>It was AGREED that any added procedures would be added as annexes and the policy amendments were APPROVED</p> <p>Q: VJ: Will there be any extra curriculum learning or anything for anyone? A: SMK: We do not know yet, but possibly.</p> <p>SMK added that there were no team sport fixtures at this time, no open evenings but a film is being made to introduce the school to potential families.</p> <p>CL introduced a discussion around the lack of fun at lunch breaks and after school.</p>
9.	<p>Clerking arrangements for next term and ongoing</p> <p>The proposal that future meetings will continue as VIRTUAL for at least the first term of the new academic year and a discussion would take place early in the new academic year around which, if any, future meetings should be physical was APPROVED.</p>
10.	<p>AOB</p> <p>10.1 Gatsby update</p> <p>NR explained the Gatsby link and circulated it to all governors. He explained the collection of data on ex pupils and that the 6th form need more work placements.</p>

	<p>10.2 SEND base</p> <p>SMK gave an update on meetings with KKS. He gave an update on the tenders which were market tested (Covid related) and were currently £850k.</p> <p>There had been no correspondence yet but a letter of intent was expected on Monday with a total including fees of £861k.</p> <p>This does not include £40k of contingency and £10k of furniture. SMK said he was 'working' on the fees but an approval was required for an increase in budget for the project. The school would pay £500k and the LA £350k. The proposal was that £50K is re allocated from the non-allocated capital schemes for next year.</p> <p>There was a discussion around the requirements, the quality and finish of the final project And KW agreed it seemed sensible.</p> <p>Q: CL: Can we tell the overall reduction from the unacceptable quote? A: SMK: Not really, much has changed.</p> <p>KW acknowledged the need to approve this however asked if checks could be made to ensure that the company is secure.</p> <p>The additional funding was APPROVED.</p> <p style="text-align: center;">ACTION: SMK to check the security and viability of the suppliers involved.</p> <p>SWe had sent his thanks to the SLT and all staff.</p>
11.	<p>The date of the next meeting</p> <p>This was agreed as the 17 September 2020</p>
	<p>The meeting was closed by the chair at 19:10</p>

Signed on:	
By:	