



**FGB Meeting**  
**Thursday, 25 March 2021 at 6:40 pm**  
**Via VIDEOCONFERENCE**

**Chairman: Tahir Darr**

**MINUTES**

**Present:**

Tahir Darr – **Chairman**  
Ashley Russell - **AR**  
Carl Lander - **CL**  
Kelly Ogden - **KO**  
Nick Regan – **NR**  
Ruth Henry – **RH**  
Kevin Ward - **KW**  
Steven Mackay (*Headteacher*) – **SMK**  
Stuart Weatherall – **Swe**  
Susan Kara – **SK**  
Jessie Houghton – **JH**  
Louise Nevers - **LN**

**In attendance:**

Jeremy Kaye (Clerk)  
Jonathan Reeves (Deputy Headteacher) - **JR**  
Jessica Lobbett – (Deputy Headteacher) – **JL**  
Ishbel Tovey - **IT**

	<b>Item</b>
1.	<b>Welcome and Introductions</b> The chair welcomed everyone to the meeting and thanked them for their attendance here as well as at the earlier strategy forum.
2.	<b>Procedural items</b>  <b>2.1 Apologies</b> Apologies were received from Tom Davies and Louise Nevers. It was noted that no apologies had been received from Martin Crook and Duncan Giles.  <b>2.2 Confirmation of Quorum</b> It was agreed that the meeting was quorate  <b>2.3 Declarations of Interests for this meeting</b> None were notified  <b>2.4 Notification of Any Other Urgent Business</b>

	SMK asked for an item to be added, Learning Area reorganisation, the Chair agreed to add this under AOB.
3.	<p><b>The minutes of the last FGB meeting on 4 February 2021</b></p> <p><b>3.1</b> The minutes were <b>APPROVED</b> and will be signed in due course.</p> <p><b>3.2</b> Matters arising from the minutes of the meeting on 4 February are noted at the end of these minutes where they have been updated</p>
4.	<p><b>Member &amp; Articles update</b></p> <p>AR gave a brief update on the current situation with regard to the DfE and amended articles. Due to an error in wording by the solicitors these had to be amended further and are now back with the DfE for approval. The incorrect wording required involvement with the charities commission who had lost the enquiry but all is now in hand.</p> <p>When these are finally approved by the DfE the new members (6) can be onboarded.</p>
5.	<p><b>Headteacher report</b></p> <p>The report has been distributed and read in advance and SMK. No questions had been received in advanced but the Chair asked if there were now any questions.</p> <p><b>Q: Chair:</b> Can you explain your role a bit more?  <b>A: JL:</b> Explained her pastoral role and that this was allowing for quicker strategies.</p> <p><b>Q: Chair:</b> The new AHT is also pastoral, is that correct and will that give you more support?  <b>A: JL:</b> Yes, correct and yes that is true.</p> <p><b>Q: Chair:</b> When will he start?  <b>A: SMK:</b> September 2021</p> <p>SMK advised that he had nothing to add to his report other than the move TO online learning and back to face to face had been in the main seamless. There was some frustration with expectations and lack of development with them being on hold, but this was expected.</p> <p>SMK explained that it was uncertain what data actually meant at the moment and there was a brief discussion led by JL regarding online lessons and sessions in school not being calculated the same way skewing attendance figures.</p> <p>RH advised that since the return strategies had changed and there had been more consistency in the attendance team, more chasing and results were already clear.</p>

	<p><b>Q: CL:</b> Do we know why these trends exist?  <b>A: JL:</b> Explained these were due partly to pupil exhaustion  <b>A: KO:</b> Gave her own personal example of pupil exhaustion</p> <p><b>Q: CL:</b> How can we learn a lesson from this, by way of volume of work?  <b>A: JL:</b> In the first lockdown learning was paper based, in the last one online. I think a mix would be beneficial.  <b>A: SMK:</b> However, we need to be aware that the parent body expects that all lessons would be online and engaging.</p> <p>There was a very brief discussion on staff changes.</p> <p><b>Q: Chair:</b> When can we expect some academic data?  <b>A: JR:</b> Maybe at the end of the school year.  <b>A: SMK:</b> We will have end of year exams for years 10 &amp; 12 so that will give an indication.</p>
6.	<p><b>Written reports</b></p> <p>All reports had been uploaded to GH and read.</p> <p><b>6.1 F&amp;A</b> – KW gave a brief overview on budget; capital spend and an update on the windows/ventilation issue. He confirmed that the financial position is healthy.</p> <p><b>6.2 Curriculum</b> – NR gave a brief overview on the work by the Head of Science and how Ofsted had responded favourably to her Spiral Curriculum.</p> <p><b>Q: NR:</b> Is there an update on tutoring?  <b>A: SMK:</b> Explained the current situation and that he would get a full update and advise the board.</p> <p style="text-align: center;"><b>ACTION: SMK: Update board on update tutoring</b></p> <p><b>6.3 PSW</b> – CL gave a very brief update but said his report was on GH.</p> <p><b>Q: KW:</b> Have we taken any extra measures for return to school?  <b>A: SMK:</b> No, none were required and no additional risk added</p> <p>There was then a brief discussion on pupil safeguarding and staff wellbeing.</p>
7.	<p><b>AOB</b></p> <p>As agreed in 2.4 Learning Area reorganisation was taken an item of AOB. SMK explained the benefits including the overall additional cost of about £7k, a vote was taken after a confirmation that no one loses out and the reorganisation was <b>APPROVED</b>.</p> <p>The chair allowed an additional item of AOB from AR.  AR explained that the link governors would be re organised into learning areas. AR will be in touch with each governor.  There was then a brief discussion on issues with school emails.</p>
8.	<p><b>The next meeting date was confirmed as 20 May 2021</b></p>

## Item 3.2

### Matters arising from the minutes of the FGB meeting held on 4 February 2021

Item	Action	Actionee	Status
12.	DBS updates for all staff / governor & members	SMK / IT	ONGOING. IT chasing members – see below for DBS staff update – item 12 in outstanding.
8.	Strategy update.	KW/AR	Strategy meeting took place tonight before the FGB

### Outstanding items:

Item	Action	Actioner	Status
6.	Update on SIP/School strategy. KW to arrange a strategy meeting plan	KW	COMPLETE
7.	<b>Terms of Reference update</b> – Prepare a proforma TOR for disciplinary committee	AR	ONGOING
7.	<b>Terms of Reference update</b> – Look for a better term than 'British Values'	AR	ONGOING
10.1	<b>Policy updates</b> – Everyone to read the complaints policy & when completed to arrange a vote to approve offline	ALL	ONGOING
10.3	<b>Complaints policy</b> – CL mentioned a new DfE policy model which SMK will look at and revert to the board	SMK	WILL BE AVAILABLE AND UPLOADED AFTER THIS MEETING ON GH AND BROUGHT TO NEXT FGB
12.	<b>DBS update</b> – Regarding the benefit, costs and admin to get updates FOC after re doing DBS – SMK to ask IT to get details	SMK	COMPLETE. IT WAS <b>AGREED</b> THAT 10% OF STAFF WOULD BE DONE EACH YEAR AND PUT ON THE UPDATE SERVICE. THIS WOULD START WITH THE OLDEST DBS. A VOTE WAS TAKEN AND IT WAS <b>AGREED</b> .

<b>Signed on:</b>	
<b>By:</b>	