



**FGB Meeting**  
**Thursday, 30 September 2021 at 5:30 pm**  
**Via VIDEOCONFERENCE**

**Chairman: Tahir Darr**

**MINUTES**

**Present:**

Tahir Darr – **Chairman**  
Tom Davies - **Tom**  
Kelly Ogden - **KO**  
Nick Regan – **NR** – from 18:00  
Ruth Henry – **RH**  
Kevin Ward – **KW** – from 18:05  
Steven Mackay (*Headteacher*) – **SMK**  
Susan Kara – **SK**  
Louise Nevers – **LN**  
Jessie Carbutt – **JC**  
Steve Vickery - **SV**

**In attendance:**

Jeremy Kaye (Clerk)  
Jessica Lobbett – **JL**  
Jonatahn Reeves – **JR**  
Samantha Parker (Observer)

	<b>Item</b>
1.	<b>Welcome and Introductions</b> The chair welcomed everyone to the meeting and thanked them for their attendance.
2.	<b>Procedural items</b>  <b>2.1 Apologies</b> Apologies were received from Ashley Russell, Ishbel Tovey, Stuart Weatherall and Carl Lander.  <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> KO asked to add a brief verbal SEND report, this was accepted for inclusion.

3.	<p><b>The minutes of the last FGB meeting on 15 July 2021</b></p> <p><b>3.1</b> The minutes were <b>APPROVED</b>.</p> <p><b>3.2</b> Matters arising from the minutes of the meeting on 15 July 2021 are noted at the end of these minutes where they have been updated.</p>
4.	<p><b>Headteacher report</b></p> <p>In addition to the HT report which had been distributed and read by all in advance SMK gave a brief update on Covid and the return to school. There had been a few more cases and some testing issues with some reports of testing not giving consistent outcomes. Tom advised this was the same at his school and that this was being looked at nationally.</p> <p>There was then a brief discussion about the vaccination program with no issues so far from parents. Staff and visiting parents continue to wear masks.</p> <p><b>Q: Chair:</b> Do we have to use trace and track for pupils?  <b>A: SMK:</b> No, but those with Covid are off school and there are a lot of absences of those awaiting test outcomes, also bugs and colds.</p> <p><b>Q: Chair:</b> Have vaccine consent forms gone out?  <b>A: SMK:</b> No. They will go 4 days before the program starts.</p> <p>SMK noted that there were no exam result updates and no other changes since the HT report.</p> <p>There was a discussion around behaviour.</p> <p><b>Q: Chair:</b> Why are girls leading the behaviour points?  <b>A: JL:</b> There are lots of issues related to issues outside school which may be related.</p> <p>SMK highlighted SEND and KO gave a brief update rather than at AOB. They were busy. She gave an update on pupil passports with feed back from staff that they are useful. Learning walks are planned.</p> <p>KO asked for another look at a sensory garden now that no lottery funding had been received. SMK said that we now need to see if we, as a school can make this happen.</p> <p>EHCP increase in numbers was discussed with SMK advising that now many pupils arrive at the school with them in place.</p> <p>SMK noted that the task now was to focus on years 11 &amp; 13 interventions to help with exam results.</p>

	<p>SMK advised that Year 12 numbers are 78, we were looking for 90-100. This is not as good as expected. It was discussed that more marketing in school maybe required. The chair noted that this has a funding knock on.</p> <p>SMK gave an update on the SIP and attendance.</p> <p>JL advised that attendance, whilst low and not achieving our target we are still better than national figures, which she checks regularly.</p> <p>SMK gave very brief updates on a number of areas:</p> <p><b>SEND Block</b> – The 'grand opening' has yet to be arranged.</p> <p><b>E07 refurbishment</b> – SMK gave an update on the options.</p> <p><b>Pitch</b> – A brief update on this was given.</p> <p><b>Tech rooms</b> – The feasibility study is under way and costings are being done. SMK advised that for now the LA funding of £500k is still in place but we need to move on this to ensure it remains available.</p> <p>The chair thanked SMK for continuously good, clear and easy to read HT reports which allow all governors to understand how the school is doing.</p> <p>SMK reminded the board that committees need to read and monitor the SIP objectives in their areas of responsibility and to ask questions at committee meetings. The chair agreed saying in this way the committees can follow progression and update the FGB.</p>
5.	<p><b>Governance structure update</b></p> <p>The Chair gave an update on the work AR has been doing on Members/Governors separation.</p> <p>There are currently 7 new members waiting in then background for when this is ready to go.</p> <p>Steve Vickery introduced himself and will be joining Finance &amp; Audit. Samantha Parker, who attended as an observer whilst her DBS is received, introduced herself. On acceptance she will join Curriculum.</p>
6.	<p><b>Link Governors</b></p> <p>The chair gave an update on proposed allocations of link governors which he was working on. He explained that link governors must be known to their head of subject and should meet physically or virtually at least 3 times per year so that they can receive subject updates.</p>
7.	<p><b>Challenges for the coming year – brief emphasis by the chair</b></p>

	<p>The chair gave a short input on what is going on around the school which relates to ensure the governors including the SEND block, Science classrooms, football pitch, staff numbers.</p> <p>JL gave an update on the skills centre.</p> <p>The chair commented on the PAN being 218 (looking for 224), the finances which are healthy, whilst SMK gave brief inputs on waiting lists, open evenings, staffing and PP funding.</p> <p>The chair advised that the SIP was a detailed document which is continuously updated and shared and SMK gave an update on the current SIP and where it can be found.</p> <p>The chair then concluded by mentioning the long-term strategy plan, the remuneration committee and SMK asking the board to attend school events</p>
8.	<p><b>Risk register update</b> There were no further changes required since the update in July 2021</p>
9.	<p><b>AOB</b> Having taken the agreed AOB under item 4 there was no further AOB</p>
9.	<p><b>The next meeting date was confirmed as:</b> Midday 9 December 2021</p>

**Matters arising from the minutes of the FGB meeting held on 15 July 2021:**

There were no matters arising.

**Outstanding items:**

There were no outstanding items.

**Minutes will be signed using the GovernorHub signing function**