



**FGB Meeting**  
**Thursday, 29 September 2020 at 5.30 pm**  
**Via VIDEOCONFERENCE**

**Chairman: Procedural only - Stuart Weatherall**  
**Chairman post election: Tahir Darr**

**MINUTES**

**Present:**

Ashley Russell - **AR**  
Carl Lander - **CL**  
Kelly Ogden - **KO**  
Kevin Ward – **KW**  
Nick Regan – **NR**  
Ruth Henry – **RH**  
Steven Mackay (*Headteacher*) – **SMK**  
Stewart Weatherall - **SWe**  
Tahir Darr – **TD**  
Victoria Jackson - **VJ**

**In attendance:**

Jeremy Kaye (*Clerk*)  
Jonathan Reeves – (*Deputy Headteacher*) - **JR**

	Item
1.	<b>Welcome and Introductions</b> The outgoing 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 Duncan Giles and Tom Davies. It was also noted that KW would be attending late and that Michelle O'Doherty had resigned from the Board on 28 September. She was thanked for her hard work on the board.  <b>2.2 Confirmation of Quorum</b> It was agreed that the meeting was quorate  <b>2.3 Declarations of Interests</b> None were notified

	<p><b>2.4 Notification of Any Other Urgent Business</b> No items were notified, nor accepted.</p> <p><b>Note:</b> It was <b>AGREED</b> that to enable KW to be present for the elections item 3 would be moved after item 4.</p>
4.	<p><b>The minutes of the last Curriculum meeting on 23 July 2020</b></p> <p><b>4.1</b> The minutes were <b>APPROVED</b> and will be signed in due course</p> <p><b>4.2</b> Matters arising from the minutes of the meeting on 23 July are noted at the end of the minutes</p>
3.	<p><b>Elections</b></p> <p><b>3.1</b> After a vote Tahir Darr was appointed as Chairman of the Governing Body</p> <p><b>3.2</b> After a vote Ashley Russell was appointed as Vice Chair</p> <p>There was a discussion regarding re-appointments of the various committee Chairs and make-up of the committees which will be agreed and confirmed after the meeting.</p> <p>There were thanks given by all present (particularly SMK) to Stuart Weatherall for all his hard work leading the Board. SWe will remain as a governor.</p> <p>The vacancies for governors were noted and discussed. The Chair and SWe have potential governors to speak with.</p>
<b>Note:</b>	<b>At this point TD took over as Chairman.</b>
5.	<p><b>Headteacher report</b></p> <p>SMK asked for any questions or queries on his report that had been distributed as usual in advance.</p> <p><b>Q: Chair:</b> Simply, how has it gone?</p> <p><b>A: SMK:</b> As well as we expected. Hard work for SLT but systems are working with regard to social distancing although it is difficult. We have made it as safe as we can.</p> <p>SMK then gave a short update on the Covid related situation.</p> <p><b>Q: KO:</b> Will the hour difference remain?</p> <p><b>A: SMK:</b> Yes</p> <p><b>Q: KO:</b> It is difficult as a parent</p> <p><b>A: SMK:</b> We are aware it may be for some but it minimises congestion</p> <p><b>Q: CL:</b> How much time do you think you are losing?</p> <p><b>A: SMK:</b> 2 hours a day minimum</p> <p><b>A: JR:</b> I agree with SMK but this is better than expected</p> <p><b>Q: NR:</b> How has the long hiatus of academic engagement been?</p> <p><b>A: SMK:</b> Not as dramatic as expected.</p>

**A: JR:** There has not been as much catch up as expected. Consistent assessments have helped

SMK updated on the exam results saying that they were similar to expectations with the PP pupils doing as well as the cohort

**Q: Chair:** Will we continue with the PP strategy?

**A: SMK:** Yes, and the PP kids will overall need more catch up

AR asked for an explanation of the 'QI' score which was given by SMK

CL advised that he was contacting Sarah Miles this week

**Q: Chair:** Asked if exclusions were higher than average from ethnic minorities?

**A: SMK:** Maybe if we look at last year's figures

There was a discussion around PEX appeals coming up and then internal complaints and informal complaints

**Q: AR:** Had we not had the virus issue would we have been following last year's trend on exclusions or would we have exceeded the number?

**A: SMK:** A similar amount with a similar pattern

The chair stated that we then need to work to reduce exclusions. This will be discussed in the SIP in detail

**Q: AR:** how will be ensure that the governors get their safeguarding refresher?

**A: SMK:** We will need to continue as we have, as usual, and work with Sarah to have a training update

The PAN number was discussed. For 2022 leaving were 200 so should be set at 200, but we should offer to take 224 on demand only. A vote was taken and this was **AGREED**.

The school capacity of 1216 was discussed with nett funding being for 1035 but with permission for 1320

**Q: Chair:** Is this comfortable?

**A: SMK:** Not really and next year it will be one more

Risk register - SMK confirmed this is up to date

**Q: CL:** Looking at appointees and resignations how are we with TA's where the churn seems high. What more can we do?

**A: SMK:** Explained why the churn is high and that there is no more we can do

**Q: VJ:** How did the TEAMS inset day go?

**A: SMK:** It went well and also in preparation for remote learning

	<p>There was a discussion around remote /online learning.</p> <p>VJ &amp; KO will work with the student body</p>
6.	<p><b>Update on SIP / School strategy</b></p> <p>SWe stated that there was nothing to add regarding the SIP (including the SLT). SMK advised that it will be on GH next week with the evaluation already there.</p> <p><b>Q: SWe:</b> Do we know yet how the curriculum will be reduced next year for national exams?</p> <p><b>A: SMK:</b> This will be some subjects only, not many. No idea of any delays</p> <p>There was a discussion around how it may work, catch up funding and catch up tutoring.</p> <p><b>Q: AR:</b> Who is responsible for the CIF?</p> <p><b>A: SMK:</b> Strategically the governors, ownership by committees then operationally the SLT</p> <p>SWe started a discussion around the strategic plan, maybe being time to review and set annual priorities</p> <p>AR suggested reviewing the strategic pillars</p> <p>The chair agreed that looking at the 5 pillars was a good idea</p> <p>KW said that we used to re-visit this in March but as we have now lost a strategy session can we do so before Christmas?</p> <p>There was then a discussion around how and when to re-instate a strategy discussion with AR suggesting due to the current Covid situation maybe we should set this up for next year.</p> <p>It was <b>AGREED</b> to re-introduce a Strategy meeting.</p> <p style="text-align: right;"><b>ACTION: KW to arrange a strategy meeting plan</b></p>
7.	<p><b>Governance structure</b></p> <p><b>7.1</b> It was <b>AGREED</b> that all governors would be issued with and must use, a school email address for all correspondence</p> <p><b>7.2</b> All governors were asked to complete declarations &amp; interests and KCSIE confirmation on GH ASAP</p> <p><b>7.3</b> School specific declarations were explained and will be set up as appropriate in due course</p> <p><b>7.4</b> DBS details will be sent to the clerk to include on each profile on GH</p>
8.	<p><b>Confirmations</b></p> <p><b>8.1</b> Changes to the Academies handbook - will be discussed at the next F&amp;A committee</p>

	<p><b>8.2</b> The scheme of delegation (saved on GH) needs to be looked at to see if it needs a review  <b>ACTION: Clerk to take a look and suggest (or not) to be reviewed</b>  <i>NOTE: Clerk unable to find this on GH</i></p> <p><b>8.3</b> Budget was approved at last FGB meeting  <b>ACTION: SMK to check changes / updates for F&amp;A</b></p> <p><b>8.4</b> National pay award. This was approved pre-July</p>
9.	<p><b>External appointments</b></p> <p><b>9.2</b> Auditors - Monahan <b>RE-APPOINTED</b> but will need to re tender through F&amp;A next year  <b>ACTION: F&amp;A to arrange a tender for auditors in APRIL 2021</b></p> <p><b>9.3</b> Clerking arrangements. Judicium contract is ongoing and needs no review at this time</p> <p><b>9.4</b> Ishbel Tovey is the Company Secretary and will continue.</p> <p><b>9.5</b> Training providers will continue to supply review and exclusion panel training.  <b>ACTION: SMK to update supplier</b></p> <p><b>9.5</b> Bromley continue to offer eLearning (as does Judicium FOC)  <b>ACTION: Chair discuss training requirements with potential training governors</b></p> <p><b>9.6</b> Committees. Were discussed. PSW needs a new chair. A replacement is needed for Michelle and link governors need a review  <b>ACTION: AR to look at committee memberships</b></p>
10.	<p><b>AOB</b></p> <p><b>10.1</b> KO gave an update on the student council, where there will be an update meeting on zoom. There is a proposal for students to ask the governing body questions on zoom and report on what they are doing  <b>ACTION: KO &amp; VJ to follow up</b></p> <p><b>10.2</b> VJ gave positive feedback on virtual parents evening</p> <p><b>10.3</b> There was a discussion around LINK governor and committee reports which are needed but to be brief</p>
11.	<p><b>Dates of next meetings</b></p> <p><b>11.1</b> FGB 10 December  <b>11.2</b> Curriculum 8 October  <b>11.3</b> Remuneration 15 October  <b>11.4</b> F&amp;A 22 October  <b>11.5</b> PSW 5 November  <b>11.6</b> Admissions N/A</p>

## Matters arising from the minutes of the FGB meeting held on 23 July 2020

Item	Action	Actioner	Status
4.	HT report – When will we get funding from CIF bid for SEND?	SMK	COMPLETE. LA funding confirmed.
5.	Diversity & Inclusion – BLM – PSW to take this up	PSW/AR	CLOSED
10.2	AOB – To check the security & viability of the suppliers involved	SMK	ONGOING. IT dealing with this.

### Outstanding items:

There are currently no outstanding items.

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