



FGB Meeting
Thursday, 3 February 2022 at 5:30 pm
Via VIDEOCONFERENCE

Chairman: Tahir Darr

MINUTES

Present:

Tahir Darr – **Chair**

Steven Mackay (*Headteacher*) – **SMK**

Susan Kara - **SK**

Jessie Garbutt – **JC**

Ruth Henry – **RH**

Kelly Ogden - **KO**

Louise Nevers – **LN**

Samantha Parker - **SP**

Steve Vickery - **SV**

Kevin Ward – **KW**

Stuart Weatheral – **SWe**

Steve Vickery - **SV**

In attendance:

Jeremy Kaye (*Judicium Governance Professional*)

	Item
1.	<p>Welcome and Introductions</p> <p>The chair welcomed everyone to the meeting and thanked them for their attendance. The Chair commented on the hard work being undertaken with the rise in Covid in pupils and staff and how the school would need to reduce the number of years on site next week. The chair also advised that Carl Lander has stepped down as a governor due to ill health and that he and the HT had written to Carl to thank him for all the hard work he had done as a governor. He also advised that a Chair for PSW was still required.</p>
2.	<p>Procedural items</p> <p>2.1 Apologies</p> <p>Apologies were received from Ashley Russell, Tom Davies, Jonathan Reeves, Jessica Lobbett and Nick Regan. There were no other apologies received.</p> <p>2.2 Confirmation of Quorum</p> <p>It was agreed that the meeting was quorate</p> <p>2.3 Declarations of Interests for this meeting</p> <p>None were notified</p>

1 Clerk: jeremy.kaye@judicium.com

	<p>2.4 Notification of Any Other Urgent Business There were none requested.</p>
3.	<p>The minutes of the last FGB meeting on 9 December 2021</p> <p>3.1 The minutes were APPROVED.</p> <p>3.2 Matters arising:</p> <p>Item 7 – SIP progress on GH – COMPLETE – The SIP is now on SharePoint and available via the link inn GH</p> <p>Item 8 – Link area reports – COMPLETE</p> <p>The Chair encouraged link governor visits, with notice to the HT please.</p>
4.	<p>Headteacher report</p> <p>The HT report had been distributed in advance.</p> <p>The Chair noted an update on preparations for home learning with the spike in Covid cases and SMK gave an update on Covid including that online learning was ready, should it be required, there were 70 pupils out with Covid, 9 teachers and 6 support staff.</p> <p>SMK advised that parents had been updated on the situation and that from tomorrow we cannot staff curriculum due to illness. He explained this is not sustainable and that we may need to rotate next week depending on staff test on Saturday and Sunday. He noted that other local schools are having similar issues. He re-iterated that online classes are ready to go, if required.</p> <p>SMK then went through the heading of each report page to see if there were questions or queries.</p> <p>Q: Chair: On the outcome gap, are the figures for year 11 boys & girls, correct?</p> <p>A: SMK: Yes, they are a bit of an anomaly, but yes</p> <p>The chair noted that a very impressive amount had been done on teaching & learning and there was then a general discussion on T&L.</p> <p>Q: SWe: With regard to the number of safeguarding incidents, this appears to be increasing, is there a reason why?</p> <p>A: SMK: We are using CPOMS better and therefore recording more.</p> <p>RH agreed that is the case and that lower-level incidents are now also being recorded as CPOMS is easier to use so more total incidents are being recorded.</p> <p>Q: Chair: Are there more incidents than a year ago?</p>

A: RH: Maybe more over 5 years but not from one year ago. We pick up reports more now. Over the past 2 years it has been steady.

Q: KW: There were 477 individual pupil reports. Is it incidents or recordings in CPOMS that is increasing?

A: RH: It is just we are better and better at picking it up and when recording on CPOMS is easier, and better and we can track better.

A: SMK: I agree, we are better at it now.

Q: KW: There is some fantastic data and insight with good practices in place here. We have a duty of care to actively monitor as there is a recording increase, even if it is the recording process that is better.

A: RH: Ashley Russell visits and runs through with Sarah Mills in detail. As people record more so the run through's increase.

A: SMK: As do the auditors

SMK noted that it is necessary to keep an eye on the numbers to see if there is an increase in incidents or reporting. LN noted that more reporting is good providing we follow up how the report is dealt with. RH advised that is also recorded on CPOMS.

Q: SWe: Can it be split between in school & out of school?

A: RH: Yes, it should be possible

A: SMK: This would be for PSW to feed back

SMK then briefly updated on attendance.

Q: SWE: Is it back to pre-Covid?

A: SMK: No, not yet but the figures are difficult to understand at the moment with all the covid absences. PSW will look in detail at the next meeting.

Q: SWe: Are there more pupils not attending than two years ago?

A: SMK: It is difficult to say. The attendance team are following the new processes and are doing all they can, even with the Covid absences.

Q: SK: Do we have a concern on attendance with year 11 for their GCSE's and can the curriculum committee look at strategies to help?

A: SMK: This would be looked at by PSW.

SMK advised that in year 11 there were 3 students not attending for specific reasons.

Q: Chair: How is the new SEND structure holding up, are there any issues?

A: SMK: Only one noise from a duct, otherwise good.

	<p>SMK then gave a brief update on 6th form saying that this is improving and mocks are coming soon. He advised that applications are in with about 80% firm and 70-80 internal applications.</p> <p>Q: Chair: Will there be proper exams? A: SMK: Yes, I am sure they will happen Q: Chair: And GCSE mocks? A: SMK: Yes, after the holidays, in the normal method</p> <p>SMK then moved on to resources and updated that Baines have confirmed the £500k for the science build project.</p> <p>Q: SK: With regard to exclusions, I have a concern about EAL students. Are we looking at EAL? <i>(KO also asked the same question).</i> A: SMK: SMK explained that there were two refugees who spoke no English on arrival, how this had been handled and that in general there may be more need for EAL help however there was no need for a specific EAL lead / teacher and that the school can access external help if needed.</p> <p>Q: SK: It is also cultural as well as language A: KO: Yes, I agree</p> <p>There was then a general discussion around language issues and EAL.</p>
5.	<p>Governance structure</p> <p>5.1 Members. The Chair gave an update on members.</p> <p>5.2 The Judicium Governance Professional reminded all governors to access GH and their profile regularly and to keep declarations, confirmations, details and training up to date at all times.</p>
6.	<p>SEND</p> <p>The update on SEND having been taken earlier the Chair noted that there had been great use made of the new facility and that it was making a big difference. KO added that the team and lead were passionate and hardworking and following the students needs. She noted that all was good and very positive. SMK agreed.</p>
7.	<p>SIP progress on KPI's</p> <p>The chair reminded everyone to access the new online SIP and that committees must pick up their individual KPI's</p>
8.	<p>Link area reports</p> <p>The Chair advised that SP would take on the new link area of creatives. He reminded everyone for the need to visit and supply reports.</p>
9.	<p>Committee reports</p> <p>9.1 F&A. KW gave a brief report on F&A. The key note for FGB being the need to increase the capacity for science with a build. Now that the £500k was confirmed from the LA the need from the school was £0.8 - £1.1m leaving</p>

	<p>around £500k in reserves. He advised we always show a prudent forecast and whilst this is a tight project, it will happen.</p> <p>9.2 Curriculum. SK explained student progress, that polices had been updated, mock exams and how CPD had continued to be delivered even with the pandemic. She noted that the SIP was progressing and how TV screens instead of white boards would be a great addition to delivery by using IT to improve the way we work.</p> <p>9.3 PSW. The Chair noted that the PSW updates had been covered.</p>
10.	<p>Science classroom update</p> <p>SMK gave a brief update on where we are with this project. The feasibility study had been completed based on a traditional build and we are now also looking at a modular build option. There had been a good meeting this week with a modular supplier and this may be quicker as well as less expensive.</p> <p>The Chair then gave an overview of the project to ensure all governors were up to date on the need for this build and the options that have been discussed.</p>
11.	<p>Round table discussion</p> <p>It was AGREED that there were no radical issues to discuss</p>
11A.	<p>Risk register update</p> <p>The only item that needed updating was the risk for the 6th form. This was updated live.</p>
12.	<p>AOB</p> <p>There was no AOB but the Chair thanked everyone (especially the SLT) for their hard work.</p>
13.	<p>The next meeting date was confirmed as: 24 March 2022</p>

Minutes will be signed using the GovernorHub signing function