

THE JOHN OF GAUNT SCHOOL
Minutes of the Board of Governors' Meeting
Monday 6th February 2017

Time: 6.00 pm
Place: The Hub
Present: David Whewell (chair), Mike Gunston, Sarah Bergg, Toby Corden, Jo Trigg, Andy Williams, Helen Thorne, Rachel Martin, Liz Summerson, Derek Barber, Kevin Eames, Ben Rhodes, Andrew Hawkins, Eleanor Shergold (clerk)
Apologies: Debbie Youngs, Elaine Baldwin, Matt Palmer, Louise Hamilton

Agenda Item	Actions Agreed	Who
35/17	PP Link Governor - ES to check with LH	ES
35/17	S&C critique of the school website - will be discussed at next committee meeting	S&C
35/17	Resources to give consideration to a SIP including premises, finance and business	Resources
35/17	Reporting back aspect of link governor role to be followed up at next Board meeting.	SB/DY/JT
35/17	ES will put together a governor display for the staff room DW will write a letter from the chair after half term	ES DW
37/17	MGU to circulate response to the Regional Schools Commissioner	MGU
38/17	Feedback from governor RAISEonline training postponed to April meeting	ES

33/17 Apologies

Apologies were agreed and accepted. DW informed governors that PRA has resigned in order to take up a new post at another school.

34/17 Declaration of Business Interests

Governors were reminded to declare business interests and update them as necessary.

35/17 Minutes and Matters Arising

56/16 - Prevent Self-Assessment - update given from S&C.
9/17 - DW agreed to be link governor for maths. ES to check with LH re PP link governor role.
16/17 - Staff voice meeting for support staff arranged - 30th March. JT, AW and DW will attend.
16/17 - S&C critique of the school website - feedback to be discussed at next committee meeting.
24/17 - Resources committee to give consideration to an improvement plan including premises, finance and business. To be discussed in term 4.
26/17 - Reporting back aspect of link governor role to be followed up at next Board meeting.
26/17 - JT and staff governors have met to put together a staff communication and short survey.
27/17 - Governor display to be put together for the staff room. DW will write a letter from the chair after half term.

36/17 Reports from Committees

Audit

Committee updated on premises information and health and safety.

Financial report covered matters arising from Monahan's Audit and the quarterly Financial Control Assurance Report.

DB is following up on the request re an annual spot inspection on data protection.

MGU asked that the committee ensure that premises items are linked with the Resources committee.

CLES

VMA (SENCO) gave a report on key actions taken since September - faculty based TAs have been piloted, and some TAs have accepted the offer of a 30 hour contract, allowing for increased intervention.

ELY gave a detailed overview of the 2016 RAISEonline summary report, identifying strengths and weaknesses.

Governors questioned the quality of external provision - MGU gave an update. Governors asked about the proportion of JOG students educated off site in comparison to other schools. MGU responded that

this differs across the year groups, although 16% (2015/16 Y11 figures) was higher than usual.

Resources

Cashless catering - Live Register have submitted a favourable quote. The cost has been approved by Resources. Governors asked questions to clarify provision. Governors will be updated as this progresses.

Science labs - work has been completed on refurbishing the first of three labs.

Replacement telephone system - Oakford have submitted a quote of £11k, reflecting the service required, comparing favourably to other quotes obtained.

Finance report - governors updated on the key points.

Academic mentor - this post has now been filled with a focus on disadvantaged students.

Governors were informed of the new apprentice levy and governors approved the option of including apprenticeships in the staffing structure.

S&C

Two items were included from the School improvement Plan -

- Attendance - HKE outlined plans for this year re improving attendance. There will be a focused attendance S&C in term 6. Attendance has been impacted by student sickness this term.
- Attitude to Learning - this also feeds back into attendance. Governors asked about the accuracy of points given - MGU explained how this works. Recognition, reward and diversity of students also discussed by S&C.

Image and Impact of the School in the local community - ESP updated governors. The use of a JOG Facebook page is being explored.

Safeguarding Audit - this has been carried out with no major concerns raised.

Purchase of a defibrillator - PTA to be asked to fundraise towards this. MGU informed governors that a teacher is submitting a bid to purchase one.

37/17 Headteacher's Report

Numbers on roll have dropped slightly from 1143 in December to 1136. Exclusions remain low although higher for disadvantaged students. Discussion took place regarding exclusions, governors emphasised that students want to see consistency in approach. Use of the internal isolation room - MGU highlighted the tension between setting clear boundaries and students consequently not being in class learning.

Notification has been received from the Regional Schools Commissioner that JOG has been identified as a 'coasting school'. MGU and DW are preparing a response before a meeting is arranged to discuss what support JOG may require. Governors asked if we have opportunity to explain the situation - MGU gave reassurance that the letter reads positively, looking to initiate genuine open dialogue and understanding. Governors asked that the response is circulated for information.

Action - MGU to circulate response to the Regional Schools Commissioner.

MGU

National Leader of Education Visit - Visit planned to complete an evaluation of the effectiveness of school leadership. Report circulated in advance of the meeting. MGU thanked governors for participating in the visit. Governors picked up on the strong emphasis given on tracking data and asked how accurate tracking is. MGU is confident that tracking is reliable, particularly on the old spec. There are challenges ahead with the changes in English and maths this year and as other subjects come on board next year. BRH highlighted strategies in place to plan accordingly and to support staff through the transition. Governors challenged issues re attendance and outcomes for disadvantaged students. This is significantly impacted by a small number of students educated off site, but there is still a gap.

Further discussion will take place at an EO Board meeting on 20th Feb to follow up on actions from the visit.

RM left the meeting.

Y11 Current Tracking Data - NLE advised greater emphasis on current live data. Governors challenged the % increase in tracking for disadvantaged students in English and maths in comparison to 2015/16. MGU explained the reasons for this. Governors asked what input is being given. BRH stated that

intervention is sharper with the impact reflected in tracking. Measuring progress in both subjects at this stage is challenging.

Progress 8 - short YouTube explanation recently sent out by DW considered helpful. Governors asked what the implications are for students when not all buckets are filled and the needs of school in tension with the needs of students. BRH explained how student pathways allow for increased opportunity and flexibility for students.

Update on confidential minute.

JT left the meeting.

38/17 Chair's Report

Agenda item re RAISEonline - feedback from governor training postponed to April meeting.

Updated calendar of meetings circulated to include relevant school events.

Governors commented that the CLC is looking scruffy.

39/16 Policies

More Able

Staff Welfare

Admissions 2018-19

Anti-bullying

Medical Conditions (Appendix 1A)

Student Confidentiality

LS proposed acceptance of all policies, KE seconded the proposal. Clerk to action governor feedback re typos and points raised.

Governors asked about a restraint policy - MGU explained that this does not currently exist, although this is being explored by SLT. Government guidelines are available to staff.

SLT have asked that comments on formatting, grammar and typos are actioned outside of committee meetings and that governors keep the focus on school priorities when discussing policies.

40/17 AOB

Parking on double yellow lines in the car park - governors raised concerns re continuing issues with this.

School gates - governors asked about current situation - the motor is in need of repair.

Meeting closed at 8.05 pm. Date of next Board meeting - Monday 3rd April 2017

Signed: _____ Date: _____