

THE JOHN OF GAUNT SCHOOL
Minutes of the Board of Governors' Meeting
Monday 26th March 2018

Time: 6 pm
Place: The Hub
Present: David Whewell (chair), Mike Gunston, Jo Trigg, Andrew Hawkins, Liz Summerson, Helen Thorne, Jordan Mockett, Kevin Eames, Sarah Bergg, Pamela Raymond-Heath, Sarb Gill, Eleanor Shergold (clerk)
Advisers: Ben Rhodes, Louise Hamilton
Apologies: Toby Corden, Sally Andrews, Pete Gear, Debbie Youngs, Andy Williams

Agenda Item	Actions Agreed	Who
40/18	PP review to be further discussed in committees	ALL
40/18	PP policy to be explored	BRH/LHA
40/18	Dates for school events - to be discussed at chairs meeting	DY
40/18	Press release re appointment of new Headteacher to be followed up	SNI/MGU
41/18	Comments re governor objectives to DW in advance of May Board meeting	ALL
41/18	Governor exit interviews to be introduced	DW
41/18	JT, PR and AH to do safer recruitment training	ES
41/18	PSK to be invited to governor Saturday	DW
43/18	EBA to negotiate A/HT interview date with governors	EBA
44/18	DW asked chairs to circulate a brief update to all governors	HT/KE/AW/DY
46/18	JT to reply to Kate and invite Ethan and Kate to full Board in term 6	JT

38/18 Apologies and Welcome

Apologies were agreed and accepted. JTH was welcomed to the meeting as Network Administrator replacing LST. MGU said that Oakford had managed the transition well. JTH will email governors with contact details and is happy to arrange an IT session if required.

JTH left the meeting.

39/18 Declaration of Business Interests

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

40/18 Minutes and Matters Arising

33/18 - PP review to be further discussed in committees - to review progress made since NGR report. AH attended PP training as link governor. PP policy recommended. PP spending plan and implementation strategy are in place and cover procedure, though not a policy. To look at sample policies to see if this would add value

34/18 - dates of school events - DY will flag up at the chairs meeting

Governors asked if there had been a press release following the appointment of PSK as Headteacher

Action - press release to be followed up **SNI/MGU**

The minutes of 5th February were agreed and signed as an accurate record of the meeting.

The minutes of 19th February and 20th March EO Board meetings were agreed and signed as accurate records of the meetings.

41/18 Chair's Report

Governor Objectives - will be reviewed at the next Board meeting.

Action - Any comments re governor objectives to DW in advance of the meeting **ALL**

Ofsted - inspection is due. Governors reviewed current position and discussed information sharing.

Action - governor exit interviews to be introduced **DW**

Governor Skills Scan - summer term governor services training information circulated. Modern governor online training highlighted. DW said that any further training identified as beneficial for governor CPD can be explored. Safer recruitment training offered.

Action - JT, PR and AH to do safer recruitment training

ES

Chairs meeting 16th April - this will take the form of a brief strategy meeting rescheduled from governor Saturday in March. This is open to all governors. The cancelled governor Saturday will be rescheduled for late June/early July.

Action - PSK to be invited to governor Saturday

DW

42/18 Teaching and Learning

School Improvement Adviser (SIA) report circulated in advance of the meeting. LHA summarised key points from the report. A really positive report, particularly combined with NGR's (NLE) report from earlier this year. SIA described JOG previously as a striving school '*this remains the case, momentum is building*'. Purpose of SIA visit - an early evaluation of T4W and to conduct ML support and challenge with the focus on preparation for the summer's external exams.

LHA highlighted activities carried out during the visit.

Visit addressed suggested actions for the future - including extending and further developing the T4W programme as planned, P16 to be included in the project team and strengthening links with partner primary schools. LHA said that T4W is a good tool for working collaboratively.

ABA - governors asked about succession planning, ensuring that momentum is not lost in T4W. LHA updated governors. Forward planning is in hand with a view to a summer term handover. LHA/ABA also have a focus on progressing T4W before the summer, moving from 'try it out' to it becoming the expectation /embedded. Samples of best practice through year to be displayed.

Buy in from teachers discussed. June JDP session will deliver further training giving a refresher following on from the training day in November. The second part of session will focus on joint planning. LHA said that the vast majority are doing some of it. T&L audit - everyone will be observed by the end of this term. Also a second work sampling is to take place. T4W evidence sought. Moving from negotiable to non-negotiable. MLs have bought into it, creating resources for staff to use. Non-negotiable discussed. LHA said that this is never going to be a stick, a set of expectations - will be muddled otherwise. Open not dictatorial, will include staff voice.

Governors commented on the report indicating that many students knew what they were doing (re T4W), also evidenced in Y11 revision strategies and support.

Governors asked what reader pens are. MGU - allows students to access text independently, reducing the need of readers for exams.

SIP - Teaching and Learning

DT - working with Royal Wootton Bassett, sharing tips across both schools.

Science - Malmesbury teaching alliance are providing external partner review/advice.

SB - is a certified prosci change practitioner and offered input if SLT thought this would be beneficial.

43/18 Head Teacher's Report

Exclusions - well below national average, but up on last year.

Advertisements - AH/T post advertised externally. Interviews to be held w/c 23rd April. Governor involvement discussed.

Action - EBA to negotiate interview date with governors

EBA/MGU

School Improvement

SIP Priority 6 - Increase the impact of leadership on student outcomes at all levels.

SIP Priority 3 - Increase consistency of T&L and its impact on students' progress through a focus on extended writing.

As above.

SIP Priority 1 - Increase whole school attendance, including Post-16, so that learning time is maximised

Attendance report circulated in advance of the meeting. Overall attendance currently 94.3% - roughly 1% up on last year.

Girls' attendance is improving.

Attendance of disadvantaged students remains a key focus.

Persistent absence is lower than this time last year, though still slightly above the national average.

SIP priority 2 - Raise achievement across KS2-4, especially low prior attaining students, disadvantaged, SEN and boys

2016/17 Ofsted Dashboard (IDSR)

Validated Ofsted inspection data summary circulated in advance of the meeting. The document shows analysis of historic data, but is still important for governors to understand.

MGU highlighted key points from the report -

IDSR Areas to Investigate

- LPA and DS

Progress measure

- Does not show performance confidence
- Significantly below national in 2016 - in line with national 2017
- HPA a relative strength of the school - general concern as not as good as it could be
- DS massive leap forwards but still below national

Trends over time

- EBacc did well
- Science has made a big step forwards but still below national
- Humanities and MFL are performing well

English and Maths

- Below national average attainment - students significantly below national average on intake

Overall P8

- Confidence intervals - crosses the line - says that JOG was above average apart from from Low at KS2 and DS

Governors asked for an explanation of the scatterplot.

Governors observed that a significantly higher proportion of students had taken the EBacc. MGU - the school promoted an aspirational curriculum.

Governors anticipate that results will improve again this year.

Progress current Y11

- New specification means there is little guidance re grade boundaries at this time
- English and maths - more confidence
- HPA is looking good
- Maths 5+ - is a concern. Department tracking in light of summer results last year, has performed well in past
- Tracking (green) comfortably in line with FFT20 challenging targets.

Governors asked about confidence in predictions

- 2 sets of mocks
- Comparison to last year
- External moderation of mocks
- English department has exam board markers in the faculty
- Staff accuracy in the past
- Less confidence in other subjects - first year of new specification. The school is being as outward facing as possible

Student numbers

MGU updated governors re potential challenges for September's intake. Numbers will be confirmed in the next couple of weeks. Governor feedback about MGU's good reputation as Headteacher reinforces the need for a press release re PSK.

44/18 Reports from Committees

Action - DW asked chairs to circulate a brief update to all governors

HT/KE/AW/DY

45/18 Policies

Attendance

BTEC Registration and Certification
CCTV
Examinations Policy
Exam Contingency Plan
Internal Appeals Procedure - Examinations
Malpractice and Maladministration
Medical Conditions
Non-examination Assessment
Plagiarism
Safeguarding

LS proposed acceptance of all policies. JT seconded the proposal.

46/18 AOB

Kate (Student Leadership team) emailed governors to express her thanks as she steps down from her role as head of StLT.

Action - JT to reply to Kate and invite Kate and Ethan (replacement) to full Board in term 6

JT

The meeting closed at 8.05 pm. Date of next Board meeting - Monday 21st May 2018

Signed: _____ Date: _____