

## MINUTES OF FGB MEETING HELD ON TUESDAY 5<sup>TH</sup> APRIL 2022

### Venue - Haven

Committee members Present: Mrs Alison Heywood (AH), Mrs Laura Mead (LM (CHAIR)), Mrs Michaela Pay (MP (Vice Chair)), Mrs Hetty Thompson (HT), Mr Jay Turner (JAT), Dr Mary Welford (MW), Mr Dom Wilkes (DVW).

Apologies: Mrs J Brigg (JB), Mr B Millar (BM), Mrs Alice O'Reilly (AOR), Mrs Frances Perkin (FP)

In Attendance: Mrs Michele Bacchus (MSB) (SBM)), Mrs Clare Brown (CLB (CLERK)), Ms Sally Hague (SAH)

LM running late so MP chaired the start of the meetings.

Item	Topics Discussed	Result/Action
1. Apologies	As above	<b>Received and accepted</b>
2. Declaration of Pecuniary and/or Professional Interest	Governors reminded to declare pecuniary interests considering the agenda or as soon as it becomes apparent that one exists as discussions progress.	<b>DVW &amp; JAT declared a professional interest.</b>
3. Minutes and Confidential Minutes of Meeting on 07.12.2021 and Matters Arising	a. Part one minutes having been circulated were approved and signed as a true record. Matters arising from the minutes – none	<b>Signed by LM</b>
	b. Confidential minutes agreed by FGB. Matters arising from the minutes – none	<b>Signed by LM</b>
4. Looked After Children Update. Led by Sally Hague (SAH) Assistant Headteacher/designated teacher for LAC))	SA joined the meeting remotely Presentation previously circulated. Points of note: a. 11 Post LAC and 6 LAC - high for an individual school (only 350 in whole of Cornwall) b. Statutory legislation explained (link in powerpoint), including requirement for every school to have a designated teacher for LAC c. Students supported by the 'Virtual school'. i. Virtual school does not provide education but is a mechanism to ensure that the education of LAC is prioritised. ii. Data is monitored and managed by the virtual school and they hold us to account. iii. They are ultimately responsible for the students (Cooperate parent alongside the LA with regard to education) iv. Very supportive and source of funding	

<p>MB = Mel Bardsley (Director of Transition and Head of Yr7)</p>	<p>d. Funding</p> <p>i. LAC students are funded:</p> <ul style="list-style-type: none"> <li>• Cornwall County fund LAC with £350/term to support their education and emotional wellbeing</li> <li>• We have to bid for any funding we want with regard to students from Devon</li> </ul> <p>ii. Post LAC receive £2300/yr so we can support them if the families want this.</p> <p>e. DVW explained that SAH and the SEN team went over and above what was expected of them with regard to keeping in touch with LAC/Post LAC students throughout covid. Virtual School commented that this was more than expected and seen in other schools</p> <p>f. Targets are reviewed each term and changed if more/different support needed</p> <p>g. Post 16 LAC student going to Plymouth college - massive success story</p> <p>h. Progress</p> <ul style="list-style-type: none"> <li>• Post LAC students. Regular termly meetings with Post LAC pupils and their careers as we do with LAC to establish relationships and make aware of additional support if wanted (not all do)</li> <li>• Enhanced transition plans for LAC, ensuring support in place before the student starts at Budehaven. Welcome pack has been developed so that the LAC feels wanted (student often move with possessions in bin bags and we want them to feel the same as other students)</li> <li>• Lots of work with outside agencies eg. Carefree Cornwall who provide lots of leadership opportunities for LAC</li> </ul> <p>i. <b>Governors asked if there were any joining us in Yr 7</b></p> <ul style="list-style-type: none"> <li>• SAH confirmed she and MB would be visiting primary school after Easter to begin the transition process and will have more information then</li> <li>• SAH confirmed one student joining us with an EHCP. County very cautious to give EHCP's in Yr6 so great that this is already in place and primary school been proactive</li> </ul> <p>MP thanked SAH for joining them and for her presentation</p>	
<p>5. Health and Safety report (MSB)</p>	<p>Points of note</p> <p>a. Medical tracker now in operation</p> <p>b. Teacher absences to be confirmed</p> <p>c. Residential trip to London will come to governors for approval</p> <p>d. DVW asked MSB to pass on his thanks to the site team for the phenomenal job they are doing</p> <ul style="list-style-type: none"> <li>• DVW's office is a much better place to be as now in the centre of the school</li> <li>• Thanks to Mr Belling there are now lots of display screens all around the school</li> <li>• JAT added that MSB doing a great job and the impact in school she has had in such a short time has been amazing</li> </ul> <p>e. Graffiti is a problem at the moment. Students identified are suspended and billed for the cost of removal.</p>	

	<ul style="list-style-type: none"> <li><b>AH asked if the students gave an explanation.</b> DVW confirmed no reason but if not removed straight away then students just keep adding to it</li> </ul> <p>f. Signing in system working well and staff have the option of having an app on their phone which does this automatically</p> <p>g. Compliance up to date (even when have had 2 of the site team off with covid)</p> <p>DVW thanks MSB for all the work being done.</p>	LM arrived
6. Safeguarding report and update from JAF	<p>JAF only just returned to school from covid so apologies given and report delayed</p> <p>a. <b>LM asked if the S175 had been completed as deadline is the end of April.</b></p> <p>b. <b>HT and LM agreed to meet with JAF on this and report back to FGB</b></p>	Governors happy with this.
<p>7. Headteacher's Report</p> <p>SPT = Special Partnership Trust</p> <p>JP = Jackie Piper KEH = Kate Even Hughes</p>	<p>Report previously circulated. Points of note.</p> <p>a. Covid-19 update on numbers and resulting 2 day remote learning for Yr8 and Yr9 explained</p> <p>b. ARB. Good working relationship with the staff in our ARB but still waiting for the legal lease from the SPT. PHP (our legal firm) are drawing up a legal agreement for us.</p> <p>c. Log cabin is expected on 22.04.22</p> <p>d. Tree survey – lots of rotten trees have been removed but still on going</p> <p>e. Staffing</p> <ul style="list-style-type: none"> <li>Ria Arabin (science teacher) did her training with us and leaving at the end of her fixed term contract. Excellent science teacher joining us after Easter</li> <li>Sam Downie. Looking to re-write job description to support Pastoral as required</li> <li>Curriculum-led financial planning exercise had been undertaken to prevent return to previous levels of deficit as facing a fall in student numbers in a couple of years' time</li> <li>HoY roles. <ul style="list-style-type: none"> <li>LM explained that previously HoY (apart from Yr7) had followed their year group through the school from Yr 8 but this system allows them to become experts on what is needed for each particular year.</li> <li>MP added that students stayed with the same tutor to provide continuity so unnecessary for HoY to do the same and being an expert in that year is important.</li> <li>Yr 8 are getting ready for Yr9 where there is a national dip in achievement for boys which we need to address</li> </ul> </li> <li>Support plans</li> </ul> <p>f. BCL</p>	<p>See Confidential minutes</p> <p>See Confidential minutes</p> <p>See Confidential minutes</p>



	<p>b. Forecast deficit of approx. £400K</p> <p>c. Repairs and maintenance has exceeded its budget due to poor condition of the site and essential repairs</p> <p>d. BCL. MSB working on breaking even this year</p> <p>e. Belling Trust.</p> <ul style="list-style-type: none"> <li>• We are now in Yr2 and awaiting the arrival of 96 pc's and screens.</li> <li>• <b>MP had seen the screens working in English and confirmed they were amazing</b></li> <li>• <b>Governors agreed it would be nice to have a governor to visit the school and see what we have been given and report back to the rest of the FGB</b></li> </ul>	<p><b>Governors congratulated MSB on her achievement</b></p> <p><b>AH offered and all in agreement</b></p>
<p>11. SISC (led by LM)</p> <p>JCG = James Grill</p> <p>NJT = Nick Tyrrell</p> <p>MJW = Matt White</p> <p>JAT = Jay Turner</p>	<p>a. Presentations from:</p> <p>i. Curriculum planning and timetabling for 2022-23 and the School Led Tutoring plans - led by JCG.</p> <ul style="list-style-type: none"> <li>• National Tutoring Programme not accessible for our students to spending funding on tutors we have appointed for English, Maths and Science.</li> <li>• Student involvement has been positive to date</li> <li>• JCG took on the role in addition to his own remit and turned round very quickly (had been NJT's remit)</li> </ul> <p>ii. Raising achievement strategies for students in all year groups, including the Covid Catch up funding and how it has been used. led by NJT</p> <p>iii. Sixth Form recruitment strategies and projected numbers for 2022-23. Led by MJW</p> <ul style="list-style-type: none"> <li>• First public exam that Yr13's have sat since Yr6. Lots of support in place</li> <li>• MJW taken on more teaching</li> <li>• Doing a good job</li> <li>• Projected numbers for September look ok but a smaller % as bigger cohort that last year. <ul style="list-style-type: none"> <li>➤ Could be a knock on effect from covid with students wanting to travel as haven't been able to do so during covid</li> <li>➤ Peer pressure</li> </ul> </li> <li>• PMW used to work in a 6<sup>th</sup> form college of 300 students and feels that we need to give the 6<sup>th</sup> form more prestige.</li> <li>• Need to give students the expectation that they will stay for 7 years and not 5 and this needs to start in Yr7.</li> <li>• Need to back this up with quality teaching so students get the results to stay</li> <li>• MSB stated that Callywith feels very grown up which is what our students want and we need to find ways or creating that feeling here</li> <li>• LM stated that we need to sell the advantages of staying (no 2 hour bus trip needed)</li> <li>• DVW explained that there will be an increase in funding in September equating to 40 extra hours in</li> </ul>	<p><b>Governors agree</b></p>

	<p>39 weeks and can use this in school to work on a project (<b>HT suggested 6<sup>th</sup> Form Ambassadors</b>)</p> <p>iv. Strategies for improving the quality of education where standards are not high enough, with impact since September. Led by JAT</p> <ul style="list-style-type: none"> <li>• <b><i>LM stated that there are a lot of things in place but still looking for evidence of impact. Will be looking closely at the next data drop which will hopefully show improvement</i></b></li> <li>• <b><i>MW stated she felt there was a culture change and staff now knew what they had to do and the process looked good</i></b></li> </ul>	
12. Report from the Chair	<p>a. Letter from JAT requesting a sabbatical from his role of Assistant Headteacher for 12 months</p> <p>b. Policies</p> <ul style="list-style-type: none"> <li>• LM suggested setting up a sub-committee to look at policies</li> <li>• MW added need to have a robust process in place so that policies are reviewed in a timely manner</li> <li>• DVW explained that he wanted to work with Kilhampton and Stratton more closely with regard to policies</li> <li>• Governors discussed buying back into County policy SLA which MSB confirmed would cost £250/yr</li> </ul> <p>c. Governor advert. LM asked DVW to thank Stu Knowler for the work he had done on the advert</p> <p>d. JAF. DVW asked for it to be minuted that JAF had really stepped up when both DVW and PMW off with covid at the same time (10 days) without being asked. MSB had also been off with covid for part of this period.</p>	<p><b>JAT left the meeting See confidential minutes</b></p> <p><b>Governors agreed worth the money</b></p> <p><b>Governors asked DVW to pass on their thanks to JAF</b></p>
13. Date of next meeting	12 <sup>th</sup> July 2022	

Meeting finished at 8.25pm

Signed by:

(Chair of Governors)

Date: