

MINUTES OF FGB MEETING HELD ON 31st March 2021

(REMOTE MEETING)

Committee members Present: Mrs Jane Briggs (JB), Mrs Laura Mead (LM (CHAIR)), Mr Barclay Millar (BM), Mrs Michaela Pay (MP), Mrs Frances Perkin (FP), Mrs Hetty Thompson (HT), Mr Jay Turner (JAT), Dr Mary Welford (MW), Mr Dom Wilkes (DVW).

Apologies: Mr Simeon Leete (SL (Vice Chair)), Mrs Alice O'Reilly (AOR),

In Attendance: Mrs Clare Brown (CLB (CLERK)), Mrs Debbie Stokes (DS (Business Manager))

Item	Topics Discussed	Result/Action
1. Apologies	As above	Noted and accepted.
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.	DVW & JAT declared a professional interest.
3. Minutes and Confidential Minutes of Meeting on 15.12.2020 and Matters Arising	a. The Part One minutes having been circulated were approved and signed as a correct record. <ul style="list-style-type: none"> • No matters arising from the minutes. b. The Part Two minutes having been circulated were approved and signed as a correct record. <ul style="list-style-type: none"> • No matters arising from the minutes. 	Signed by CLB on behalf of FGB
4. Correspondence	a. Update on letter regarding historical complaint	See Confidential minutes
5. Headteacher's Report led by DVW	Previously circulated. Points of note: a. Finished Lateral Flow Testing in school with the help of a team of fantastic volunteers. DVW added that it was good that we were able to show them how amazing our students are. Governors confirmed that one of the volunteers had spoken to her on the exemplary behaviour of our students. b. Catch up Funding <ul style="list-style-type: none"> i. DS confirmed that school had received the spring allocation with more due. ii. The National Tutoring Programme was explored but unable to access it due to the lack of any tutors in the area to support our school, so money used to extend temporary contracts of some of our own excellent staff. 	

	<p>c. Teacher Assessed Grades</p> <ul style="list-style-type: none"> i. Timeline has been shared ii. Past papers will be available after Easter iii. DVW shared concerns that this could widen the gap between those with IT access and those without, hence us providing IT equipment to all who need it. iv. Governors asked if students choose when they do them. DVW confirmed that this would be done by school. Every student will sit an exam board paper in every subject under test conditions – consistent approach for all v. Staff will be informed of process on first Monday back giving a week before GCSE and A level exam board assessments start. <p>d. Staffing - as per report</p> <p>e. Culture and Ethos</p> <ul style="list-style-type: none"> i. Feedback from Students on where we are and where we should go ties in with the triangle previously shared with Governors which had 'CARE' as its base. ii. Everything can be pinned to this and we now just need to make it happen. iii. Looking to strip back the Budehaven Way and replace it with a new ethos that is simple and fits with who we are as a school now and where we need to be. iv. Students are on board with this and it should help with low level poor behaviour. <p>f. School Improvement Plan - main priorities listed</p> <p>g. Mid-term assessments carried out for all year groups during the remote learning. May not be 100% reliable but best we have and used to populate SISRA to identify gaps in student learning so we can plug these gaps.</p> <p>h. Building works planned to start after May half term when Yr11 and Yr 13 will have left.</p> <p>i. Toilets. DS approaching County to have these removed and replaced with non-gender specific, floor to ceiling cubicles. These will reduce the likelihood of vandalism and improve the safeguarding of our students.</p> <p>j. Governors asked for an update on the SEND audit. DVW confirmed that this should be taking place as soon as possible after Easter.</p>	<p>Confidential minutes</p> <p>Governors thanked DVW for his report</p>
6. Safeguarding – from JAF = Jim Francis	<p>Report sent to Governors previously. Update following full report to SISC meeting</p> <ul style="list-style-type: none"> a. School Attendance year to date has increased to 94.61% (last year = 93.88%). Since reopening this has increased to 96.5% b. Remote curriculum engagement was actively measured and overall level was higher than the national level. Engagement from vulnerable and disadvantaged students increased week on week. c. Exclusions <ul style="list-style-type: none"> • Fixed Term exclusions are broadly in line with last year. Clear spike at the start of the year then numbers have steadily reduced. • No Permanent Exclusions so far this year but one student at risk but hope to avoid P EX as this would be best for the student. d. Behaviour 	

	<ul style="list-style-type: none"> • improvement seen in communications with the use of class charts • More work to be done on the role of the Middle Leader with regard to challenging behaviour in the classroom (behaviour in the corridors has improved) • use of positive reinforcement/celebration of success instead of punitive approach <p>e. Governors asked if there was any bullying reported outside of school during lockdown. JAF confirmed that there had been some serious cases of cyber bullying (5 so far this year compared to 3 in total last year)</p> <p>f. Safeguarding</p> <ul style="list-style-type: none"> • JAF to have a telephone catch up with HT tomorrow • 175A submission due at the end of April – this is our Safeguarding Audit and JAF will share with Governors once completed. • Student support <ul style="list-style-type: none"> ➢ Engagement from Social Services improved during Lockdown ➢ Since reopening been working hard to keep this level of support ➢ Monthly meetings called ‘Team around the School’ is aimed at getting external agencies talking to each other and us, in order to support our students and families. • Safeguarding issues <ul style="list-style-type: none"> ➢ Concerns relating to drugs has increased significantly – pushing to reconvene a multi-agency, criminal and sexual exploitation panel looking at County Lines. ➢ Increase in concerns relating to acts of violence ➢ Self-harm continues to be a concern but down on last year ➢ Bullying and behaviour is down on last year ➢ There has been 3, Peer on Peer abuse concerns. JAF confirmed LM aware and will make HT aware at meeting tomorrow. <p>g. E-Safety Report (HH)</p> <ul style="list-style-type: none"> • 5 x cyber bullying reports • 12 x online safety concerns • Impero. Powerful software which we use to monitor and identify vocab issues on our IT network/on-line safety. We are looking to have this on all our computers so we can monitor the complete network. • DVW confirmed that on-line safety is reinforced during tutor time and on the website. 	
7. Health and Safety Report (from Calum White)	<p>Safety Inspection Report previously sent to Governors</p> <p>a. We pay County to look after our H & S checks and imperative that this continues.</p> <p>b. DS felt that this was the most appropriate report for Governors to see.</p> <p>c. Nothing untoward to report</p> <p>d. Staff and students had all been issued with home testing kits which are being completed twice each week</p> <p>e. Only 1 accident has occurred since the students have been back at school (student suffering from hyper mobility fell during PE and had to be air lifted to hospital but didn’t need to stay in overnight). Governors asked if an H & S risk</p>	

	<p>assessment had taken place. DS confirmed report completed but as it happened during a lesson some internal questions need to be asked.</p> <p>f. Fire walls have at long last been built as part of the backlog maintenance.</p>	
8. Report from SISC.	<p>AOR unable to attend do SISC report led by LM. Points of note</p> <p>a. Most areas covered by FGB agenda</p> <p>b. Cultural and Ethos – Governors asked how DVW was going to involve parents. DVW confirmed that he would be sharing it with parents/carers as part of his next weekly address and ask them for their feedback</p> <p>c. Attendance – Governors were pleased with the improvement in attendance figures</p> <p>d. Policies. All previously circulated and ratified by SISC</p> <p>i. Admissions Policy for 2022-23</p> <p>ii. Policy for determining Teacher Assessed Grades for summer 2021. Governors asked if this was a JCQ template that we had ‘Budehaven-ised’. DVW confirmed yes</p> <p>iii. Governors suggested that in future any amendments are highlighted via ‘Track changes’</p>	<p>Ratified by FGB</p> <p>Ratified by FGB</p>
<p>9. Report from FSPC.</p> <p>SFVS = School Financial Value Standard</p>	<p>Barclay unable to attend meeting due to technical issues so Report from FSPC presented by DS.</p> <p>a. Meeting was mainly concerned with looking at the Management Accounts prior to the Year End</p> <ul style="list-style-type: none"> Reduction in deficit of more than £300,000 – mainly due to management decisions and opportunities taken when they have arisen. Covid. Some savings were made but we also incurred extra costs that won’t be covered by the Government Finances of the school in a much healthier position than over the previous 6 years If Governors happy with Budget then DS to send to County. LM proposed ratify budget, seconded by FP. All in agreement <p>b. SFVS previously circulated to FSPC Governors</p> <ul style="list-style-type: none"> Governors confirmed happy with content SFVS to be sent to County <p>c. IT Network Management (NCI)</p> <p>d. DS added that School is in a good financial position and is sure that this will continue to improve under her successor.</p>	<p>Governors ratified budget. DS to send to budget Authorisation to County</p> <p>See confidential minutes</p>
10. Report from the Chair	LM apologised on behalf of the Governors that they were unable to say goodbye to DS in person but on behalf of the FGB wished her a happy retirement.	
11. Date of next meeting	13.07.2021	

Meeting finished at 7.30pm

Signed by:

(Chair of Governors)

Date: