



## Minutes of the Full Governors Meeting held on Thursday 24<sup>th</sup> November 2016 at 4.30pm

**Present:** Mr C Webb (Chair), Mrs D Bryant, Mr B Drew, Mr D Reynolds, Mr C Leathley, Mr M Higgs, Canon D Miller, Mr D McDonald, Mr G Vallender, Mr A Horne, Mr W Jenkins  
**Not Present:** Mr P Foster  
**In Attendance:** Mrs S Bayes (Clerk to Governors), Mrs P Martin, Miss A Cann

1. **Apologies submitted and accepted:** Apologies were received retrospectively from Mr P Foster.

2.	Declaration of Business, Pecuniary or Other Interests	Action
2.1	None were declared	
3	<b>Minutes of the Full Governors Meeting of 7<sup>th</sup> July 2016 (Appendix A)</b>	
3.1	The minutes were accepted as a true and accurate record.	
4.	<b>Matters arising from the Minutes of 7<sup>th</sup> July 2016 (Appendix B)</b>	
4.1	The action items had been agreed.	
5.	<b>Minutes of the Full Governors Meeting of 15<sup>th</sup> September 2016 (Appendix C)</b>	
5.1	3.1 13 students on minutes – 22 in SLT report. Minutes to be amended to 22.	
6.	<b>Matters Arising from the Minutes of 15<sup>th</sup> September 2016</b>	
6.1	8.1 CWe to review current structure. When new LGB is set up CWe would look again. DBr had drafted a document for new LGBs as the Instrument of Governance would be changed. Governors would have to fit in to specific categories so current governors would be matched across. Officially, Trustees appoint the governing body but at this point of setting up the new systems, current governors would move across into the new Local Governing Body and Trustee would sign off on their appointment. Chair and Vice-Chair have to be decided before January for training purposes. Governors also needed to decide which two governors would represent the school on the hub. Also needed Finance (BDr), SEND (DRe), Whistleblowing (CWe) and Safeguarding (CWe) governors.	
7.	<b>Minutes of the Learning and Teaching Committee meeting of 9<sup>th</sup> June 2016 (Appendix D)</b>	
7.1	The minutes were accepted as a true and accurate record.	
8	<b>Matters Arising from the Minutes of 9<sup>th</sup> June 2016</b>	
8.1	There were no matters arising.	

9.	<p><b>Multi-Academy Trust Approval of Conversion (Appendix E)</b></p> <p>Please see attached separate minutes</p>	
10.  10.1	<p><b>Headteacher and Senior Leadership Team's Report (Appendix F) Including Pupil Premium and Safeguarding</b></p> <p>On pupil premium report, what was the A4A programme? Achievement for All. <b>Attendance rate for disadvantaged students was 90% Why is this?</b> Highly influenced by certain students with extreme attendance problems. Now looking at legal procedures against some parents. Those few pull down whole average. Students with attendance at below 90% were reviewed fortnightly. <b>Were November mock results in yet? Were forecasts worrying at the moment?</b> Not until 8<sup>th</sup> December. Current Yr 11 forecast outcomes would give a more accurate outcome. There would be resits in English and Maths and one other subject for those with underperformance. <b>Why was the bring your own device policy directed at DSEN students?</b> Devices needed to be used in lessons so students got used to them for exams and the college couldn't afford to buy them for all students. They were not connected to any internet systems.</p>	
11.  11.1           11.2	<p><b>Proposed Curriculum Model 2017 (PMA) (Appendix G)</b></p> <p>This was similar to last year's, especially at KS3. The main difference was at KS4. Full course RE would be an option choice but all students would at the least study the short course. IT courses were changed slightly in response to student feedback to give them a slightly more creative IT qualification. Last year several redundancies were made so a similar model would mean no extra recruitment. <b>There had been some talk of 75 minute lessons. Would this be happening?</b> Teachers were consulted and were half for and half against. It wouldn't be happening at the moment but would be looked at again when the new build is ready. <b>Were students consulted?</b> Yes, were also half and half. Staff had written new schemes of work and did not want to have to adapt them for shorter lessons.</p> <p>On the new curriculum model, most students will complete 9 GCSEs and some would do 8. We must be aware of the risk associated with putting students on a reduced timetable as this would potentially affect Progress 8 scores.</p> <p>Governors approved the proposed curriculum model for 2017.</p>	
12.  12.1	<p><b>Buildings Update (DBr)</b></p> <p>The new schedule of accommodation was to be signed off along with a memorandum of understanding.. The back-to-back agreement facilitated that contracts set up before MAT conversion would be taken over by the MAT. The IT infrastructure for new site was being looked at next week. A council planner was to be assigned. The preferred location is on field behind MFL block. Planners know this but will review the other sites in the feasibility study. It would be procured on footage and then the detail of the design would be worked up with contractor. The college can contribute to this particularly re adjacency plans. Costs allow the design to be functional rather than cutting edge. <b>What is the time scale?</b> Approximate new build up by Christmas 2018.</p> <p>DBr, AHo and CLe left the meeting.</p>	
13.  13.1	<p><b>Health and Safety Report (AHO)</b></p> <p>This would be presented at a later date.</p>	

<p>14.</p> <p>14.1</p>	<p><b>SEF Report (WJe) (Appendix I)</b></p> <p>This was based on the Ofsted framework, looking at all relevant sections. SLT rated the College 'Good' on every aspect. There were written quality improvement plans for every section. A new pupil premium action plan has also been produced, which focuses on closing the gap between disadvantaged students and non-disadvantaged. These would be presented to governors in the next fortnight. The Chair drew governors' attention in particular to those areas within the SEF which directly referred to governance. He believed the report to be a fair reflection of the College and what needed to be done in order to move to 'outstanding'.</p> <p>The Clerk left the meeting.</p>	
<p>15.</p> <p>15.1</p>	<p><b>Receive the Approved Minutes of the Meetings of:-</b></p> <p><b>a. Resources 16<sup>th</sup> June 2016 (Appendix J)</b></p> <p>The minutes were received. There were no comments.</p>	
<p>16.</p> <p>16.1</p> <p>16.2</p> <p>16.3</p>	<p><b>Adoption of:-</b></p> <p><b>a. Admissions 2018/19 Policy (Appendix K)</b></p> <p>Very little had changed. <b>Chair suggested highlighting changes on lengthy documents that change very little, mainly dates.</b> Governors agreed to adopt the policy.</p> <p><b>b. SEN Policy, School Offer and SEN Parent Information Report (Appendices L-N)</b></p> <p>Name change to DSEN noted. The policy had not changed much bar an additional information report submitted by SLT. School offer had not changed. Policy clearly outlined commitment to DSEN students. Chair recognised it was a particularly well supported part of the College. Praised the work of Assistant SENCo and Dyslexia Champion. Governors agreed to adopt policy.</p> <p><b>c. Attendance Policy (Appendix O)</b> <b>d. Pay Policy (Appendix P)</b> <b>e. Leave of Absence Policy (Appendix Q)</b> <b>f. Recruitment Policy (Appendix R)</b> <b>g. Health and Safety Policy (Appendix S)</b></p> <p>Governors approved the above policies.</p>	
<p>17.</p> <p>17.1</p>	<p><b>Chair's Report</b></p> <p>Issue of website was raised and governor's portal. Email had been sent previously asking governors for ideas – Chair would like to update it and promote the portal.</p> <p>The Chair thanked all the governors for their attendance and hard work.</p>	

There being no further business the meeting was closed at 6.45pm

Chair's signature..... Date.....