



We aim for every student to develop the knowledge, skills and self-confidence to become **the best they can be**'

16/17	<u>MEETING OF FULL GOVERNANCE BOARD</u>			
Date:	23.02.17			
Venue:	Conference room 2			
Time:	4:30pm - 7:15pm			
Governors:	Allan Foulds – Headteacher Neil Spurrier – Chair of Governors Susie Dawson – Vice Chair of Governors Scott Harvey Andy Ponting Samantha Watson Paul Baker Stuart Hutton Niki Cox	Katherine Safe Krissy Scott Nicola Hayward Steve Reis Alan Hastings Mathew Gray Julie Bodilly Ken Goodwin		
Present:	Gareth Burton (Associate Headteacher) - GB Jules Godfrey (Deputy Headteacher) - JMG Karen Hanley (Deputy Headteacher) - KJH David Hillyard (Assistant Headteacher) - DAH			
Clerk:	Clare Johnson - CHJ			
Acronyms:	SEN: Special Education Needs R2: Report 2 PCA: Priority Consideration Area	PTC: Parent Teacher Consultation MAT: Multi Academy Trust		
AGENDA				
<table border="0" style="width: 100%;"> <tr> <td style="vertical-align: top; width: 50%;"> <ol style="list-style-type: none"> 1. Apologies for absence 2. Chairman's introductory comments 3. To declare any financial and other interests 4. To confirm the minutes of the previous meeting 5. Matters arising 6. To receive The Headteacher's Report 7. Strategy and Policy Committee <ol style="list-style-type: none"> 7.1 Uniform - Main School 7.2 Attendance Policy 7.3 Equality and Diversity Policy 8 Curriculum Committee <ol style="list-style-type: none"> 8.1 Curriculum Plan 8.2 Curriculum Policy 8.3 Sex Education and Relationships Policy </td> <td style="vertical-align: top; width: 50%;"> <ol style="list-style-type: none"> 9 Sixth Form Link Governor Report 10 Admissions Committee <ol style="list-style-type: none"> 10.1 Admission Policy for entry 2018 11 Finance and General Purposes Committee <ol style="list-style-type: none"> 11.1 Financial Report 11.2 School Emergency Response Plan Policy 11.3 Health and Safety Policy 11.4 Whistle Blowing Policy 12 Governors' Discipline Committee (Confidential update) 13 To consider training/awareness issues 14 To consider the policy schedule 15 Any other business </td> </tr> </table>			<ol style="list-style-type: none"> 1. Apologies for absence 2. Chairman's introductory comments 3. To declare any financial and other interests 4. To confirm the minutes of the previous meeting 5. Matters arising 6. To receive The Headteacher's Report 7. Strategy and Policy Committee <ol style="list-style-type: none"> 7.1 Uniform - Main School 7.2 Attendance Policy 7.3 Equality and Diversity Policy 8 Curriculum Committee <ol style="list-style-type: none"> 8.1 Curriculum Plan 8.2 Curriculum Policy 8.3 Sex Education and Relationships Policy 	<ol style="list-style-type: none"> 9 Sixth Form Link Governor Report 10 Admissions Committee <ol style="list-style-type: none"> 10.1 Admission Policy for entry 2018 11 Finance and General Purposes Committee <ol style="list-style-type: none"> 11.1 Financial Report 11.2 School Emergency Response Plan Policy 11.3 Health and Safety Policy 11.4 Whistle Blowing Policy 12 Governors' Discipline Committee (Confidential update) 13 To consider training/awareness issues 14 To consider the policy schedule 15 Any other business
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ITEM	SUBJECT	ACTION	DATE
1	Apologies & Acceptance Apologies were accepted from Antonia Noble, Steve Rudge and Richard Knight.		
2	Chairman's introductory comments The Chair explained ahead of the meeting that the Sixth Form Governor's link report (item 9) would be curtailed due to the link Governor's being involved in chairing a panel complaint hearing. Governors were advised that the appendix to the Financial report would be tabled during the meeting (item 11.1).		
2.1			
2.2	New Governors The Chair welcomed Stuart Hutton and Ken Goodwin as new parent governors. The Chair informed Governors that Matthew Gray's term as Governor would be up at the end of the term and thanked him for his contributions during the last 4 years.		
2.3	Upcoming Events Governors warmly invited to the Spring Concert to be held at the school 28.03 More details to follow regarding the next Governor Training session scheduled	The Chair to email Governors re training	Before 22.03
3	Declarations of Interest & Confidentiality There was nothing to declare.		
	Session led by KJH Interactive exercise aimed at providing Governors with greater insight into the accountability measure "Progress 8"		
4	Minutes of Meeting		
4.1	The record of attendance was amended in relation to Scott Harvey and Angie Langley.		
4.2	Minor grammatical errors were corrected. The wording in relation to the Admissions policy was expanded for purposes of clarification.		
4.3	The minutes from the previous meeting (G2) were approved as an accurate record of the meeting held 06.12.16.		
5	Matters arising There were no matters arising from the previous minutes		
6	Governor questions and responses submitted via www.slido.com in relation to the Headteacher's report		
6.1	Q: I know it's almost impossible to make accurate predictions for this year's GCSE's due to the exam system changes. Should we feel reassured by the 41.53% 5-9? A:The Deputy Headteacher outlined the analysis of year 11 R2 based on an understanding of how the previous GCSE grading system equates to the new criteria The Chair supported KJH's view (based on conversations he had had with an external advisor) that this year's results were broadly in line with previous years. 11 R2 results were qualified to be predictions rather than real figures.		
6.2	Q: Regarding the year 9 appointment system for parent consultations how significant is the issue of parents being unable to book an appointment? How do we address this?		



	<p>A: With oversight in this area, the Assistant Headteacher, explained that the electronic system was a project led by a member of staff as part of a leadership scheme. Parent feedback, from the parents attending on the night and at a Parents Forum meeting, attributed overwhelming support following its trial at a recent year 9 PTC. Some issues had been identified, however, to which measures would be put in place at the upcoming year 10 PTC to counteract. Parents were encouraged to use the waiting list facility in instances where they had been unable to book appointments with teachers in year 9. It was also noted that there had been a 92% attendance of year 9 parents at the event and many “blue slips” had been issued.</p>		
<p>6.3</p>	<p>Q: Given that Gloucestershire is historically underfunded, what is the indication that a National Funding Formula (NFF) would disadvantage us?</p> <p>A: The Headteacher gave a comprehensive overview of the funding allocations and the concepts underlying the NFF. An illustrative example of the impact of proposed NFF on competitor schools was examined. In summary, the school was thought to be no better or worse off on account of the County being so low on the league in terms of funding. Furthermore the figures for post 16 would be equitable, in terms of other schools, yet inherently insufficient to start with so increases negligible. There was further explanation of the F40 lobby group and the potential for a new formula which would include the determinate of base per pupil funding and additional need such as SEN students</p>		
<p>6.4</p>	<p>Q: 6th Form – of the 110 university applications this year, how many were to Russell Group/similar unis? How does this compare to last year?</p> <p>A: The Associate Headteacher explained the work being done in relation to university applications and reported 53% of applicants had applied to Russell Group universities. This figure was 5% up on last year and included 4 students applying for Oxbridge placements.</p>		
<p>6.5</p>	<p>Q: How do the exclusion figures compare with last year and how do the Pupil premium exclusion figures compare to national/local PP exclusions.</p>		
<p>6.6</p>	<p>Q: Please can we have more of an explanation of the figures for student exclusions in particular the summary table at the rear of the report?</p> <p>A: The exclusion figures from 2015/16 were compared to the current academic year (Deputy Headteacher):-</p>	<p>CHJ to provide data comparing exclusion figures with that of previous years</p>	<p>G4: 17.05.17</p>
	<p>This minute is confidential and therefore recorded separately</p>		
<p>6.7</p>	<p>Q: 6th Form – now the closing date for 2017 applications has passed – what are a) total figures b) split of internal/external applicants c) comparison to last year</p> <p>A: The Associate Headteacher reported that 32% of applicants this year had been external compared with 33% last year. There had been 27 fewer applications this year than the 286 of 2015/16. Factors explaining the reduced number of applicants included the low birth rate of current year 11 across the Cheltenham area (20 fewer students on roll this year) and a higher proportion of low ability students not meeting the Sixth Form threshold. An outline was given regarding strategies to ensure that opportunities to retain students in the current year 11 were maximised.</p>		
<p>6.8</p>	<p>Q: Re CPI, can you briefly explain the Magenta principles are?</p> <p>A: Governors were given a 1 page document which detailed the philosophy and approach to teaching referred to as the “Magenta Principles”. The Headteacher expanded further on how this approach was applied often giving</p>		



	insight into leadership or management as well as the classroom.		
7	<p>Strategy and Policy Committee (SP03: 19/01/17)</p> <p>The Chair advised Governors would be kept updated on any repercussions of the Dora Baltea coach accident and it would therefore remain a agenda item at this committee for the foreseeable future.</p> <p>There was no active proposal concerning the MAT concept and the item had been for Governor awareness of the risks and opportunities that exist. There were no questions from the full governing body in relation to this topic</p>	CHJ to ensure Dora Baltea an agenda item	30.03 SP04
7.1	<p>Uniform Policy</p> <p>The Deputy Headteacher presented feedback received both generally from parents during open evenings, community and staff and subsequent consultations including the Parents' forum on the current standard of uniform. There had been a unanimous feeling from staff and parents that currently girls' skirts were an issue. The overwhelming majority of staff members surveyed raised concerns over quality and length of skirt being worn and of the 120 students in yr 7-10 surveyed most also flagged the skirt as an issue. Further detail was given as to the various options available in response to this feedback. Guidelines from the DFE which stated uniform should set an "appropriate" tone and ethos were considered along with practicalities such as uniform items being durable and clear communication to parents in regards to any changes to the uniform requirements. A sample of a skirt was shown as a possible style to be introduced as a mandatory uniform item. Cost and practicality were discussed.</p> <p>At the time of SPO3 there had been no consensus as to the proposed changes and therefore the Uniform Policy not been approved. This was chiefly due to the issues regards consultation with parents, staff and students at the time of the meeting.</p> <p>The Chair asked the governing body if they felt this was a direction and change which would benefit the school. A Governor queried if there had been any responses during the consultation which had not been in favour of changing the skirt? The Deputy Headteacher confirmed some year 9 students had not been in favour of change. A Governor asked about trousers for boys and if a change in policy had been considered here also? The Deputy Headteacher had an option of introducing a trouser which, like the skirt and girls' trouser, would have a school badge and could be available through the same supplier. This would give equity on a gender basis. It was agreed that a lot of needless tensions between teachers and students would be removed if standard uniform items were worn. The transition was also discussed and that there could be support in place for disadvantaged students in terms of cost. A governor asked if there were any risks associated with introducing these compulsory items by September 2017. The Deputy Headteacher assured the governing body that she perceived parents would be able to afford and have access to these items. The possibility of non-compliance and or negative press coverage was discussed and the ways in which the school could combat any negative feeling.</p> <p>Adoption of the Proposed Uniform Policy</p>		



<p>7.2 & 7.3</p>	<p>PROPOSED: Krissy Scott SECONDED: Allan Foulds</p> <p>APPROVED: The Uniform Policy was approved with one abstention</p> <p>Adoption of the Proposed Attendance Policy & Proposed Equality and Diversity Policy</p> <p>The Chair gave a brief explanation as to the minor amendments being proposed in respect of the Attendance Policy and the Equality and Diversity Policy. The Chair of the Governance and Nominations Committee referred to some governor training linked to the Equality and Diversity Policy. A minor grammatical correction was proposed for the Equality and Diversity Policy</p> <p>PROPOSED: Scott Harvey SECONDED: Stuart Hutton</p> <p>APPROVED: Both policies were approved unanimously by vote</p>		
<p>8</p>	<p>Curriculum Committee (C3: 26/01/17)</p> <p>The Chair of the Curriculum committee gave a brief summary of the last meeting which included a report on Marking and Feedback and an external review of the Mathematics Department. An overview of The Curriculum Plan was also explained and the work done in the Curriculum committee concerning proposed changes.</p> <p>Adoption of the Proposed Curriculum Plan</p> <p>PROPOSED: Neil Spurrier SECONDED: Susie Dawson</p> <p>APPROVED: The plan was approved with one abstention</p> <p>Adoption of the Curriculum Policy & Sex Education and Relationships Policy</p> <p>PROPOSED: Krissy Scott SECONDED: Steve Reis</p> <p>APPROVED: Both policies were approved unanimously by vote</p>		
<p>9</p>	<p>Sixth Form Link Governor Report</p> <p>The Sixth Form Governor reported that ideas were being developed in relation to careers and a joint presentation with Mike Stratford (Head of Sixth Form) would result in early May</p>	<p>Joint report on Sixth Form Developments</p>	<p>May 2017</p>
<p>10</p>	<p>Admissions Committee (A2: 02/02/17)</p> <p>The School Business Manager gave an account of the last committee meeting which had considered the results from the open consultation on the schools proposal to increase its PCA. The vast majority of respondents had been in favour of the proposals. The committee had agreed that the increase in</p>		



<p>10.1</p>	<p>admission for year 7 in 2018 would ameliorate any perception that the inclusion of the Leckhampton “corridor” could be to the detriment of applicants residing further north of the PCA. The Chair of Governors apprised the board of demographic predictions as communicated by the County Council and the likely impact on future admission numbers. The process of consultation was expanded upon and it was confirmed that the Local Authority had acknowledged that the consultation had been carried out correctly. It was explained that, since the increased admission numbers for entrants in year 7 2018 had already been agreed at G2 (06.12.16), the following vote was in relation to the proposed expansion of the PCA from 1st September 2018 to 31st August 2019</p> <p>Adoption of the Admissions Policy</p> <p>PROPOSED: Neil Spurrier SECONDED: Alan Hastings</p> <p>APPROVED: The policy was upheld with no abstentions</p>		
<p>11</p>	<p>Finance and General Purposes Committee (F3: 07/02/17) The Chair briefed the board as to the status of site developments and indicated that a detailed plan, which would include plans for a Super Lab Science Block, would be available at the beginning of May in time for F4 (04.05.17). In terms of funding for the project, it was confirmed that the sum awarded for expansion had been received from the LA. The Associate Headteacher stated that the Report on Income and Expenditure demonstrated that the school was in a good position financially. A 3 year budget forecast would be decided at the next Full Board Meeting (G4) A summary of proposed changes to the Emergency Response Plan, Health and Safety and Whistle Blowing Policies was offered by the Chair. A Governor queried the School’s responsiveness regarding student use or misuse of social media. The Chair advised that a comprehensive Communications Policy was currently being worked on and would encompass issues related to social media. A Governor suggested a sentence in the Whistle Blowing Policy be revised for greater clarity of meaning. It was agreed that the sentence would include “without exhausting internal procedures”.</p> <p>Adoption of the Emergency Response Plan, Health and Safety and Whistle Blowing Policies</p> <p>PROPOSED: Andy Ponting SECONDED: Alan Hastings</p> <p>APPROVED: All three policies were approved unanimously by vote</p>	<p>Detailed plans re site developments</p> <p>3 year budget</p> <p>Communications Policy work in progress</p>	<p>F4: 04.05.17</p> <p>G4: 17.05.17</p> <p>SP04: 30.03.17</p>
<p>12</p>	<p>Governors’ Discipline Committee In the absence of the Chair of the Governors’ Discipline Committee (GDC), the Headteacher reported that all three Permanent Exclusions he had</p>	<p>Report on</p>	<p>G4:</p>



	recommended had been upheld when the GDC met to review the circumstances. Subsequently one case had been referred to an external Appeal Panel; the co-ordination of which had been contracted to the Gloucestershire County Council at a cost of £1500. It was clarified that this cost would be per review and the current case would be heard 28.02.17. Governors were reminded that no direction for a student to be re-instated could result from this hearing and that once ratified by the GDC permanent exclusions decisions were rarely subject to review in this manner.	outcome	17.05.17
13	To Consider training/awareness issues David Hillyard (Assistant Headteacher) to present a session on enhanced learning through technology	Session on tech	G4: 17.05.17
14	To Consider the Policy Schedule The Chair noted that due to unavoidable delay or re-examination a higher proportion of policies than usual would be reviewed at the next Strategy and Policy Meeting.		
	Any Other Business The Chair reported that the Headteacher has indicated his intention to retire around Christmas 2017. The Governance and Nominations Committee will next meet 29.02.17 and will work with a small group of governors to undertake the initial work in drawing up a profile for the purposes of recruitment. Governors to be apprised at the next Full Board meeting (G4). A governor expressed concern over any potential delay to the recruitment process. Governors were reminded that the announcement was confidential although staff, parents and the public would be communicated to imminently. Whilst this development represented a period of change and a challenge in appointing a successor there would be no changes to the immediate running of the school. The Headteacher thanked governors for their support and understanding over his decision. He expressed confidence about the long term future of the school and assured governors that he wished to serve the school well up to the very last day of his term as Headteacher.		
	Date of Next Meeting G4: 17.05.17 at 4.30pm		