

BRINE LEAS SCHOOL
An Academy

Full Governors' Meeting

Held on Wednesday 14th December 2016 at 6.45 pm

MINUTES – PART 1

Present:	Ms K Batten	(KBN)	Appointed Governor
	Mrs A Beecher	(ABR)	Elected Staff Governor
	Mr A Cliffe	(ACE)	Headteacher Governor
	Mr T Court	(TCT)	Appointed Governor
	Mr T Coxhill	(TC)	Appointed Governor
	Dr K Jones	(KJ)	Elected Parent Governor
	Mr T Marsden	(TM)	Appointed Governor
	Mrs S Okell	(SO)	Appointed Governor
	Mrs S Turner	(ST)	Elected Parent Governor

In Attendance: Mrs K Bradshaw (KB), Mr D Cole (DCE), Mrs E Fletcher (Clerk) and Mr R Oakes (ROS, Agenda Item 1)

1.	<p><u>SAFEGUARDING UPDATE</u></p> <ul style="list-style-type: none"> • ROS presented information on the One Minute Guide which staff have recently received training on. • TED (Tell, Explain, Describe) was also presented to governors and ROS confirmed that staff have also received training on this procedure. • Governors were reminded that more detail is included in the Safeguarding Policy. • Safeguarding training is available through Educare; any governors interested should let the Clerk know.
2.	<p><u>APOLOGIES</u></p> <p>Apologies were received from Mr A Martin and Mr A Moran. After careful consideration, it was agreed that these apologies should be accepted.</p> <p>Outcome: Governors accepted apologies from Mr A Martin and Mr A Moran.</p>
3.	<p><u>DECLARATIONS OF INTEREST</u></p> <p>No declarations of interest were raised in relation to any items on the agenda.</p>
4.	<p><u>MINUTES OF THE PREVIOUS MEETING</u></p> <p>A copy of the minutes from the Part 1 meeting on Wednesday 26th October 2016 was provided to governors in advance of the meeting and it was proposed that these are accepted as a true and accurate record.</p>

Minutes Approved by Chair of Governors Date:

	<p>Outcome: The minutes from the Part 1 meeting on Wednesday 26th October 2016 were accepted as a true and accurate record.</p>
<p>5.</p>	<p><u>MATTERS ARISING</u></p> <ul style="list-style-type: none"> • ACE shared that the meeting with the LA regarding Section 106 Agreements did not take place and he is trying to rearrange this. Outcome: ACE to set up meeting with the LA regarding Section 106 Agreements • Using a graduate for marketing and promotion has yet to be looked into. Outcome: ACE to look into the possibility of using a graduate for Marketing and Promotions • The report to governors on the benefits of retaining the Specialist College status is yet to be done. Outcome: ACE to prepare report for governors on Specialist College status • Lines of accountability for the LGB/MAT will be shared shortly. Members/Trustees have discussed this at their last meeting. Governors queried if this was for consultation. ACE shared that document was worked on before MAT status was reached and it was then agreed at one of the first meeting of the Trustees. It was accepted that there may be some tweaking as we progress. In addition, the Articles will need to be changed if a faith school joins the MAT. Some roles and responsibilities will change as the MAT becomes more experienced. The document is a work in progress and various groups have been involved in this. It was suggested that the document is tested as we go through cycles and it was agreed that this would be the case. Outcome: The updated MAT Delegated Powers document to be shared with the LGB. • Governors discussed the new addition of reviewing impact of decisions. It was agreed that it can be hard to look at how to review impact, however, this process can work well. • There were no other matters arising.
<p>6.</p>	<p><u>COMMITTEE FEEDBACK</u></p> <p>The committee confirmed that they had read all supporting documentation provided to the full governing body prior to the meeting. The following items were discussed in more detail and/or require governor approval:-</p> <p><u>STUDENTS</u></p> <p>ARR</p> <ul style="list-style-type: none"> • Reporting to parents was discussed. • The FFT dashboard was discussed and the committee highlighted that although there are a lot of positives, the trend arrows need to be interrogated in more detail. <p>BL6</p> <ul style="list-style-type: none"> • The Post-16 report discussed. • The BL6 Attendance Policy was discussed; new targets are in place and this will be reviewed. The committee approved this policy subject to a small change. Outcome: The BL6 Attendance Policy was approved subject to a small change

Curriculum

- The future of Ebac was discussed by the committee and it was highlighted that this is something that will need to be discussed in depth in the future. This will be done initially through the committee and then with the LGB. The school has the rest of this academic year to agree the way forward with regard to the Ebac.
- A further discussion regarding the curriculum will be held under the Part 2 agenda.

Outcome: Future of Ebac to be discussed in depth at a future meeting

Student Services

- The committee shared that they discussed safeguarding issues and exclusions.
- The committee informed governors that SLT are looking at late attendance and how this situation can be approved.
- The SEND policy approved subject to some changes.

Outcome: The SEND Policy was approved subject to some changes

T&L

- The committee shared that it approved the new Able and Talented Policy subject to a few minor amendments.

Outcome: The Able & Talented Policy was approved subject to some changes

SITE & FINANCE, STAFFING AND PROJECTS

Site & Finance

- ST informed governors that TC had stepped down as Chair of the committee and therefore she temporary chair for this meeting; this position will be filled next meeting. Thanks were expressed to TC for his role in leading this committee.
- The committee shared that it ratified a decision made via an email vote to go ahead with the building project, applying for an in-principle loan and use DFC to support the project. It was highlighted to governors that there would be no commitment to go ahead with the loan if the bid was unsuccessful.
- The committee shared that it discussed the Audit and Accounts reports in detail.
- The PP analysis was discussed and the committee confirmed that this will be discussed again in conjunction with the students' committee.
- The committee shared that they accepted and discussed the accident report and highlighted that no trends are emerging.

Personnel

- The committee discussed the report which was for information only and accepted the staffing changes contained within it.

Staffing

- The committee shared that a report on the impact of CPD was requested; this will be reported at next meeting.

Whole School IT & Projects

- Governors were informed that the school has been supporting a primary school with their IT issues and are also working up a package that schools can buy into. Governors asked which schools were they focusing on selling this service to and it was confirmed that the idea is that any school interested could buy into the provision. Governors were informed that the school is also looking into supplying domestic packages.
- The committee informed governors that the budget is the only issue at present, largely due to exchange rates.

<p>7.</p>	<p><u>HEADTEACHER’S REPORT</u></p> <ul style="list-style-type: none"> • Marking & External Examinations - ACE shared that staff need to educate themselves on the new grades and what to expect; understand what a ‘5’ translates to. Governors queried what is being done about educating parents. ACE agreed that this is an issue and shared that Mr Donald has held some information evenings about this subject. It was highlighted that there will be an impact initially on headline results. English and Maths are the first subjects to be graded 9-1 but unfortunately there is no information on grade boundaries as these have not yet been set by the exam boards. ACE informed governors that after this has been done, the school can start to educate parents fully. Governors queried whether parents had questioned blue card data. ACE shared that it will take a few years for parents to understand the new system and stop comparing them to the old grades. ACE highlighted that it is particularly difficult for this year’s Year 11’s as they will have a mix of old and new grades. Governors asked what the new measure will be instead of 5 x A* - C and ACE shared that it is expected to become 5 x 5’s and above. ACE also shared that entries to BL6 will be looked at individually this year and it was highlighted that even though the school may decide to accept a 4 for progression to BL6, universities may not accept this level as satisfactory. A re-sit will not be required if you have achieved a 4, however, it is expected that this will change to a 5. Governors were informed that universities have been contacted with regard to this with mixed responses; some were seemingly unaware of the new grading structure and some not wishing to comment. Governors asked whether staff were coping with the changes and DCE said there is a mix; each department is different. Governors were informed that English and Maths are coping relatively well because they have been looking at this longer than other departments and talks about potential headlines is taking place. Governors were informed that comparisons to other schools will be difficult this year. • Putting BLS results into context – https://compare-school-performance.service.gov.uk was highlighted and ACE suggested governors have a look at this. Depending on which measure the table is sorted by, BLS is mid table to the top section. • Power Cut – the phone system was discussed and it was highlighted that IT based phone systems can be problematic although the actual telephone line will be unaffected. Governors queried whether everything settled down and ACE confirmed that the school received contact from a few parents who had come to collect children but by the time they arrived the school was staying open. • SIP – ACE confirmed that Neil Finlay has agreed to take on the SIP role starting in the New Year. • NEP – the 2017 Schoolsfest date, Saturday 1st July, was highlighted. • Governors were reminded that the school’ Carol Service at St Mary’s is being hld tomorrow at 7pm – all governors are welcome.
<p>8.</p>	<p><u>SDP / SES</u></p> <p>SDP</p> <ul style="list-style-type: none"> • ST has yet to do her section on governance. • The report has been RAG’d. It was highlighted that some may be red because of the timings. • DCE presented an update on the current situation with regard to the reforms and informd governors that he is satisfied with where BLS is for this year and is pleased with the start made on Science. Some areas are finding the process difficult and are accepted SLT support when required. There are some courses without Specs for next year but we are where we expect them to be. Information to parents is being kept as relevant as possible.

The school is constantly checking that what the school does is right for the children but also right for the school. The next phase is to go and look at KS3; although the school can't look at everything all at the same time, the new GCSE has made the school appreciate what needs to be done at KS3. Mr Donald has been working on ARR with the CHA and is looking to get some sort of moderation in Maths. At KS3 NEP cluster meetings are taking place to look at KS2 testing and how this can be developed into Year 7.

- Governors queried whether BLS has managed to find out what other schools that are normally statistically similar and how they may have achieved better results. ACE shared that work has not been done on this.
- Governors queried point 7 which is showing red; ACE shared that this has been done at leadership level but not rolled out.

Outcome: ST to write the section on governance

SES

- ACE shared that an Arbour report was commissioned and the full report will be uploaded onto Governorhub.
- The Ofsted prediction was shared and governors were informed that this is based on last year's results.
- The school's desire to think differently is shown within the document.
- Governors queried whether the SES would be used as a reference document for Ofsted? ACE confirmed that this would be the case.
- Attendance was highlighted and governors informed that this is approximately 95.6%. ACE shared that good attendance is 96% and above. It was acknowledged that it isn't just the children, the parents are also an issue in some cases. It was suggested that the school could consider getting the parents in to meet with the school and students to discuss attendance. ACE highlighted that long term absences have a significant impact on figures and some of these are with the consent of parents and, in many cases, fall between different agencies. In some cases the family is protected through medical needs etc. Dealing with long term absence is difficult and the ability to make a difference is small; the school has therefore chosen to focus on casual absence which is an area where improvement is more likely to be achieved. Governors queried when they can start to review the impact of this. DCE shared that this should be seen next meeting when the absence report is presented.
- Governors queried what needs to be done to make a 1 for T&L. ACE shared that this lies with consistency and highlighted that whilst outcomes aren't what the school would want them to be, then it cannot grade itself as a 1.
- It was highlighted that outcomes has to be a 2 because of PP; this will be discussed later in the agenda.

9.

PUPIL PREMIUM UPDATE

- Detailed information was presented at the previous meeting.
- Governors asked whether they need to be reviewing any areas from that presentation.
- Results have been broken down and a group of children with particularly difficult and specialist needs didn't achieve because they weren't attending school. Some children in this group did incredibly well.
- A Leadership mentoring programme is in place for anyone who is underachieving and this is showing to be making an impact.
- The position looks a lot more positive this year.
- A case study on the children which have affected the gap significantly has been done and this can be presented alongside results for Ofsted.
- SISRA shows that there is still a gap but it is much smaller.

	<ul style="list-style-type: none"> • Governors highlighted that 12 months ago there was concern that no impact was being made so this year's data is positive and shows impact is being made. • Front page of the SISRA report is to be put onto governorhub. <p>Outcome: ACE to organise for page 1 of the SISRA report to be uploaded onto governorhub</p>
10.	<p><u>FEASIBILITY STUDY UPDATE</u></p> <ul style="list-style-type: none"> • Governors were informed that this had been discussed in detail in the Site & Finance Committee. Governors were informed that the D Block extension bid has been submitted. This will provide two additional Science Labs and the school is also looking at some other options. • Thanks to were expressed to Mrs Bradshaw and Mr Whitehead for their work on this. • The Tech Block rebuild has planning permission but didn't meet the condition criteria but will be kept on hold to see if it can meet a needs bid.
11.	<p><u>SIP APPOINTMENT</u></p> <p>Governors ratified decision to appoint Neil Finlay as the school's SIP.</p> <p>Outcome: Governors agreed with the decision to appoint Neil Finlay as the SIP</p>
12.	<p><u>TERM/HOLIDAY DATES 2017-18</u></p> <ul style="list-style-type: none"> • The proposed dates were provided to governors prior to the meeting. • Governors queried the date of the Nantwich Show. It was highlighted that this is the last day of term in July which may cause an issue, but the school has followed best practice to be open three days. It was suggested that this option would reduce the impact on absence, i.e. people may take one day off for the show, rather than the potential risk of increased absence by people taking a Monday and Tuesday off if the school opts for a shorter week. • Governors suggested that feedback from parents was positive about the later October half term this year. ACE accepted this but also highlighted that a number of staff had significant child care issue and the GCSE re-sits were during this week. Therefore the school is opting for the Cheshire East suggested week in October. • Governors all approved the dates presented. <p>Outcome: Governors approved the BLS 2017/18 term dates</p>
13.	<p><u>GOVERNOR TRAINING</u></p> <ul style="list-style-type: none"> • KJ – has undertaken child exploitation and online safeguarding, equality and diversity, and female genital mutilation. • ST has received details of a course for Chairs or aspiring Chairs which is being run by the National College at the reduced rate of £79. Any interested governors to contact ST.
14.	<p><u>DATE OF FUTURE MEETINGS</u></p> <ul style="list-style-type: none"> • Wednesday 1st March 2017 (Committees at 5.30 pm followed by FGB at 6.45 pm) • Wednesday 24th May 2017 (Committees at 5.30 pm followed by FGB at 6.45 pm) • Wednesday 12th July 2017 (Committees at 5.30 pm followed by FGB at 6.45 pm)

AOB

Website:-

- Governance section needs updating – ST will be getting training on how to update these pages. The basic information is currently on there but needs additional information to make it compliant and further information to follow best practice.
- Link governors will be put on the website. In addition, ST is looking at a page with photos and biographies.
- ACE shared that a MAT website is purchased but not developed.

End of Meeting (Part 1)