

Please forward any matters relating to the Minutes below to: **THE CLERK TO THE GOVERNORS - ELIZABETH JAHN**

FULL GOVERNING BODY MEETING – TERM 4

Held at the school on Tuesday 13 March 2007 at 7.00pm

MINUTES

PRESENT:	ANNEMIEKE WAITE (Chair)	STEVE EVANS
	TIM TROUT (Vice Chair)	KATHARINE ALSOP
	SARAH BAKER (Headteacher)	ANTHONY WOOD
	PHILIP SHOEBRIDGE	JUDY PATTERSON
	KATE HAWKEY	JULIE HASLAM
	ROD SYMMONS	ELIZABETH JAHN (Clerk)
<i>The meeting was noted to be quorate</i>	ASTRID KOPMELS	JOHN BUDD (SSIO)
	ALEX WILKINSON	CHRIS CONOLEY (Attendee)

<u>ITEM</u>	<u>MINUTE</u>	<u>ACTION</u>
1	<p>Welcome, Introduction and Appointment of New Governing Body Member and Apologies for Absence</p> <p>Annemieke Waite welcomed everyone. Apologies were received and accepted from Alan Roberts, John Waldron, Sylvia Townsend, Nancy Copplestone and Clare Millward.</p> <p>As no parents/carers had been nominated for the Post 16 Parent Governor position, Governors agreed to appoint Julie Haslam (<i>procedure confirmed by GDS</i>). Julie Haslam was therefore, duly appointed for a term of office of 2 years.</p>	
2	<p>Headteacher's Written Report</p> <p>The Headteacher's Report had been previously distributed. Sarah Baker briefly went through the report. It was anticipated that there would be a significant number of Year 7 statemented students requesting a place at Redland Green next year, which would have to be reviewed carefully to ensure that the needs of SEN students is not compromised by too large an intake of SEN students. Extra funding would have to be negotiated.</p> <p>The survey from the parents evening based on Ofsted questions would be analysed when all the information was compiled.</p> <p>Governors were very pleased to learn that the girls' football team was now the North Bristol Champions.</p> <p>A scientist had been invited to the school to give a demonstration that had proved very successful and interesting.</p> <p>Discussions re budget negotiations for Post 16 were being carried out.</p> <p>The school was monitoring absences and developing strategies as a result of monitoring.</p> <p>In light of the over-subscription of the school, Governors were interested to know in September how small the DCA had become. Governors were reminded that the local authority (LA) were the admissions authority for Redland Green School and that Redland Green School's only concern should be preparing a statement in case of possible appeals re admission, outlining the anticipated effect of increased numbers and re-organisation logistics. Governors enquired as to how robust the LA system was at monitoring and detecting false admissions. John Budd agreed to find out the level of checks that are carried out and what the legal status of a false admission may be.</p> <p>[Rod Symmons left the meeting.]</p>	<p>AW & SB JB</p>

	<p>Governors were informed that the basis for improvement planning was too early to be significantly rigorous due to comparative national standards not being available.</p> <p>[Rod Symmons re-entered the meeting.]</p>	
3	<p>Committee Minutes:</p> <p>Draft Minutes of the Finance & Premises, Students & Curriculum, Staffing, Marketing & Communications and Post 16 Committee Meetings were presented. Governors were asked to read the contents after the meeting and forward any errors, inaccuracies or comments to the Clerk no later than 2 weeks before the relevant Committee meeting.</p> <p>There were a few issues raised re the Charging & Remissions Policy, which will be passed to the Finance & Premises Committee for consideration. It was also recommended that a statement outlining that the school budget had neither over or under spent be prepared by Mike Farmer and the Finance & Premises Committee to be made available to parents. The Kellaway Avenue Playing Fields are due to be used from Term 5. John Budd advised that a health & safety handover date from the LA should be set.</p> <p>There was a brief discussion re the school session times.</p> <p>Redland Green is considering taking part in the Open Doors scheme but involvement would be dependent upon massive support from both Governors and staff. Governors unanimously agreed that they were willing to offer their support.</p> <p>There were no further comments or questions.</p>	<p>All</p> <p>EJ</p> <p>F&P</p> <p>F&P</p>
4	<p>New Matters Arising Including:</p> <ul style="list-style-type: none"> Appointment of Associate Member for Cotham School <p>This was postponed to a later date.</p> <ul style="list-style-type: none"> Link Governors <p>Governors were reminded to let the Chair know which if any, link area they were interested in by the end of the following week.</p> <ul style="list-style-type: none"> Consultation regarding Special School Provision at RGS <p>Governors were concerned that this process should have started a year ago. It was agreed that a letter be prepared by Annemieke Waite, Sarah Baker and Tim Trout, to Bristol City Council advising of the Governing Body's disapproval at the late notice of this proposed change considering all the hard work already completed. However, Governors were confident that they would maintain a close working relationship with Kingsweston regardless of the outcome and that they would be able to establish a good relationship with Claremont if they were selected.</p> <p>The provision at the new site would be the same as the building is fit for the purpose, only the management could possibly change. The LA will provide funding to have everything that is required except a hydro pool. Claremont was considered to be outstanding on their last Ofsted report.</p>	<p>EJ</p> <p>All</p> <p>AW, SB & TT</p>
5	<p>Carried Forward Matters from Previous Minutes</p> <p>There were no carried forward matters.</p>	
6	<p>Correspondence</p> <p>There was no correspondence to consider.</p>	
7	<p>Governors' Visits</p> <p>Some Governors had recently attended recruitment interviews. Astrid Kopmels commented that the music candidates had been inspiring. Governors had also attended the tree planting event.</p>	

	<p>Alex Wilkinson complemented the hard work of Assistant Headteacher, Kim Garland.</p> <p>Governors that had attended the anti-bullying presentation were very impressed not only with the presentation but also the way in which the students interacted with each other and felt it was a great opportunity for Governors to experience that interaction.</p>	
8	<p>Bristol Governors Forum Representative's Report</p> <p>Nancy Coplestone had been unable to attend the forum. The Clerk advised Governors that there had been 3 topics of discussion: Academies, Healthy Schools and the In-house Catering Contract, all of which, whilst interesting, had no significant impact on the school.</p>	
9	<p>AOB</p> <p>Governors were advised that in the first instance, the Finance & Premises Committee would be visiting the new site in the near future.</p> <p>Governors agreed to continue their subscription to the GDS and the form was passed to the Headteacher to complete and send.</p> <p>Governors were reminded of the Governors' Annual Conference to be held on Saturday 7 July 2007 at Fairfield High School, 9.30am – 2.00pm.</p> <p>Governors agreed to request the Director of Education to grant 5 additional INSET days to enable the school to move from the Fairlawn site to the new site and to enable a smooth transition and intake of new and old students and staff. Governors considered that it was essential to start the new school correctly and that this was a reasonable proposal and less days than had been requested by PFI schools. Governors suggested that more detail is given to parents to highlight this point.</p> <p>There was no other business to consider.</p>	<p>SB</p> <p>SB</p>
10	<p>Approval of Minutes of last Full Governing Body Meeting held on Tuesday 13 January 2007</p> <p>The Minutes were agreed and signed as a correct record.</p>	
11	<p>Date and Time of Next Full Governing Body Meeting</p> <p>Tuesday 15 May 2007 at 7.00pm</p>	