

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

FULL GOVERNING BODY MEETING – TERM 3 **Held at the school on Tuesday 12 February 2008 at 7.00pm**

MINUTES

PRESENT:	Annemieke Waite (Chair)	Anthony Wood
	Tim Trout (Vice Chair)	Judy Patterson
	Sarah Baker (Headteacher)	Hillevi Moller-Blackwell
	Philip Shoebridge	Darren McKimm
	Rod Symmons	Matthew King
	Astrid Kopmels	Sheila Brill
The meeting was noted to be quorate	Sylvia Townsend	Nancy Copplestone (Associate Member)
	Julie Haslam	Chris Conoley (Attendee)
	Katharine Alsop	Elizabeth Jahn (Clerk)

ITEM	MINUTE	ACTION
1	<p>Welcome & Apologies for Absence</p> <p>The Chair welcomed everyone to the meeting. Apologies were received and accepted from Kate Hawkey, John Waldron, John Budd, Alex Wilkinson and Bharti Joshi.</p>	
2	<p>Presentation on Healthy Schools</p> <p>Steve Bailey gave a presentation on the National Healthy Schools Programme and Sportsmark. Handouts were distributed.</p> <p>[Katharine Alsop and Sheila Brill entered the meeting].</p> <p>The school is currently looking at organising a skateboarding club with appropriate leaders (who will have to provide their own insurance and equipment).</p> <p>[Philip Shoebridge entered the meeting].</p> <p>Extra-curricular sporting activities are rotated termly and include boys and girls hockey, volleyball, basketball, football, badminton, table tennis and athletics. A dance club has been set up and it is hoped a gym club will be set up next year. Surveys have been carried out to establish students' interests and out of school activities, these include karate, tennis and swimming. As Redland Green School is unable to offer certain activities due to limitations on facilities and/or staff capacity, the school seeks to support students who participate with these activities. The school is actively engaged in developing community links with the local tennis club and is looking at links with the climbing centre. A local bowls club is also keen to establish links and the school will be considering this in due course.</p> <p>The school is unable to provide all activities in-house, especially with the Government's move towards 5 hours of sporting activity, so it will be necessary to involve other agencies. Managing the logistics is the main difficulty.</p> <p>The Transport Plan is in development. Steve Bailey informed Governors that +/-90% of students walk to school, 7% cycle and approximately 3% come by car (most of whom have good reasons for this, ie distance from home). The Breakfast Club has just been introduced and is going very well with plans to further develop activities during this time.</p> <p>There was a suggestion for a parent/student cycle ride, however, due to the difficulties of organising this through the school, it was suggested that Philip Shoebridge contact the Friends of RGS to organise a cycle ride outside of school time.</p>	PS

	<p>Governors were given the opportunity to ask questions. The Chair thanked Steve Bailey for his presentation.</p> <p>[Steve Bailey left the meeting].</p>	
3	<p>Attendance & Business/Pecuniary Interest Register</p> <p>Governors were reminded of their responsibility to declare interests, the Register was circulated and duly signed.</p>	
4	<p>Headteacher's Report</p> <p>The report had previously been distributed, the Headteacher went through the contents. The workload of admin staff and ongoing difficulties with ICT prevented the report from being distributed earlier in the week, and the Headteacher apologised for this.</p> <p>Further documents previously distributed and discussed in detail at the meeting included a confidential report from PTS Consulting on the Bristol BSF Service Review, Redland Green School's ICT feedback report, Suggested Learning Sets for Year 7, Ofsted Survey Year Groups 7 & 8 and Learning Review Day Feedback 5 December 2007. It is hoped the PTS Consulting report will lead to a resolution.</p> <p>[Darren McKimm left the meeting].</p> <p>A SEAL (Social & Emotional Aspects of Learning) Report was distributed, the Headteacher went through the contents. The report is positive and will act as an emotional baseline. SEAL is currently at the establishing stage at Redland Green School and has not been fully embraced as further training is needed. This will be taken further when the PSHE Subject Leader is appointed.</p> <p>[Darren McKimm entered the meeting].</p> <ul style="list-style-type: none"> • Progress of School Development Plan (SDP) <p>Feedback from the Ofsted Survey completed by parents will inform the SDP. An independent Consultant will be attending the school in March to evaluate the MFL model that Redland Green has adopted to identify if the outcomes are appropriate.</p>	
5	<p>Committee Minutes</p> <p>The draft Minutes had previously been distributed. It was agreed to amend the draft Confidential Staffing Committee Minutes by removing names. Sheila Brill will bring to the next Staffing Committee meeting further information regarding staff holidays during term time. The Headteacher updated Governors on the Post 16 appointment process.</p>	EJ SB
6	<p>Policy Adoption/Review</p> <ul style="list-style-type: none"> • Admissions Procedure – Post 16 Centre <p>It was agreed that approval of the Admissions Procedure be delegated to the Post 16 Committee.</p>	AW
7	<p>Carried Forward Matters from Previous Minutes</p> <ul style="list-style-type: none"> • School Uniform Working Group <p>Tim Trout, Lesley Evans and Judy Patterson have met twice with Ikon to discuss and explore various issues with the school uniform. Tim Trout is seeking further advice on clarification of the guidelines recently distributed by the DCSF, particularly in relation to sole suppliers.</p> <p>The working group for the official opening of the school has yet to meet due to a delay in response from Bristol City Council. The Headteacher will forward contact details to Tim Trout to be able to write to Bristol City Council directly to take this further.</p>	SB & TT

8	<p>Governors' Visits & Link Governor Reports</p> <p>The Clerk is in liaison with Sarah Balloch to arrange further dates for Governor visits. Several Governors have attended the school recently, or will attend in the near future to assist with the recruitment process.</p>	EJ
9	<p>Governors' Training Reports</p> <p>Nancy Copplestone has recently undertaken RAISEonline training and suggested that other Governors will benefit from the session. Unfortunately at this stage, the DCSF have not provided Redland Green School with a RAISEonline report, which has hindered Governor uptake in training.</p> <p>Sylvia Townsend has recently attended Extended Schools Partnership (ESP) training in her capacity as a Councillor, and will also be attending the Governor ESP Briefing shortly. Rod Symmons will also be attending the Governor ESP Briefing.</p> <p>Darren McKimm has agreed to be the Link Governor for Enrichment/Gifted and Talented (G&T).</p>	
10	<p>Bristol Governors Forum Representative's Report</p> <p>Governors were unable to attend the Forum.</p>	
11	<p>Correspondence</p> <p>There was no correspondence to consider.</p>	
12	<p>AOB</p> <p>Governors were informed of the Local Authority's (LA) consultation paper on the area of first and second priority for Redland Green School. As admissions are dealt with directly through the LA, Governors agreed that it was not appropriate for them to comment on the proposals.</p>	
13	<p>Approval of Minutes of last Full Governing Body Meeting Held on 18 December 2007</p> <p>The Minutes were agreed and signed as a correct record.</p>	
14	<p>Date & Time of Next Full Governing Body Meeting</p> <p>Tuesday 1 April 2008 at 7.00pm</p>	

Minutes agreed by the Governing Body and signed by the Chair of Governors:

SIGNED: **DATE:** 1 April 2008