

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

FULL GOVERNING BODY MEETING – TERM 2 **Held at the school on Tuesday 7 December 2010 at 7.15pm**

MINUTES

PRESENT:

Annemieke Waite (Chair)	Ian Campion-Smith
Darren McKimm (Vice Chair)	Judy Patterson
Sarah Baker (Headteacher)	Matthew King
Peter Hallam	Bharti Joshi
Kate Hawkey	Lawayne Jefferson
Rod Symmons	Steve Rush
Astrid Kopmels	Robert Moloney
Alex Wilkinson	Emma Waldon
Sylvia Townsend	Kim Garland (Associate Member)
John Waldron	Rupert Maule (Associate Member)
Ian Muir	Elizabeth Jahn (Clerk)

The meeting was noted to be quorate

ITEM	MINUTE	ACTION
1	<p>Welcome, Introduction, Appointment of New Governing Body Member & Apologies for Absence</p> <p>The Chair welcomed everyone to the meeting, particularly Lawayne Jefferson, new Post 16 Parent Governor. Apologies were received and accepted from Marian Curran, Barry Trahar, Penny Mooney, Tim Trout and Paul Williams.</p>	
2	<p>Review Process for Setting Statutory Targets for Expected Outcomes</p> <p>The Fischer Family School Estimates data sheet and attainment levels at Redland Green School were distributed to support a Powerpoint presentation. Students are expected to make 3 levels of progress. The school has a high level of higher attaining pupils (HAP) however it is important for Governors to recognise that the school does also have students that are lower attaining and it is therefore extremely unlikely that 100% A*-C including English and Mathematics will ever be achieved due to the nature of cohort. The school has twice the national average number of students with statements. The target has been set at 85%.</p> <p>The government has announced the introduction of recording 5A*-C including English, Mathematics, Science, Humanities (History or Geography) and Modern Foreign Language (MFL); this has serious implications for some schools that do not have a high uptake of MFL or Humanities etc. Redland Green School is mindful that it is more appropriate to offer what is best for the students; the options are currently not statutory. The school will be reviewing the curriculum over the course of the year in view of the White Paper as it progresses through Parliament, however as Redland Green School has made MFL compulsory the main issue will be whether Geography or Humanities is compulsory as the school's current curriculum is similar to the changes contained in the White Paper. The issues will be measured but it is unlikely there will be a significant impact on the school. Some faith schools may campaign for RE to be included in Humanities. It will be very difficult to compare schools using the 'league tables' as some schools are likely to score 0-1% in some areas, eg MFL, as they do not have a high uptake.</p>	
3	<p>Strategic Item Including:</p> <ul style="list-style-type: none"> Progress of Strategic School Development Plan (SSDP) <p>The sub-plans that underpin the School Development Plan (SDP) are currently being reviewed and discussed at Committees.</p>	

Approval (Initials)

	<ul style="list-style-type: none"> Bradley Stoke Visit Feedback <p>Governors thanked the group that visited Bradley Stoke School; a report had previously been distributed. Best practice examples were discussed including the use of technology particularly for homelearning. Unfortunately Redland Green School is still restricted by the limitations of the virtual learning environment (VLE) and managed learning environment (MLE); a texting service however, has been introduced with 11-16 parents/carers which has received a very positive response. There is a different system of registration for post 16 parents/carers but it is hoped they will be included soon.</p> <p>It was agreed that Tim Trout, Penny Mooney, Lawayne Jefferson, Bharti Joshi and Rod Symmons will form a working group to look at the parental survey and Governing Body communications.</p> Link Governors: Protocol & Contact for Arranging a Visit <p>Governors were advised to arrange visits to the school via Louise Lloyd; Governor visit forms are available on Fronter.</p> Approval to Dissolve the Federation Between the 11-16 and 16-19 School <p>The federation consultation ended on the 26 November 2010; there was 1 query re post 16. Governors formally agreed to dissolve the federation of the 11-16 and 16-19 schools and supported the decision to form an 11-19 school.</p> <p>[Alex Wilkinson left the meeting.]</p> <p>The Chair and Clerk informed Governors of the need to establish a Temporary Governing Body (TGB); Governors agreed to be appointed to the TGB and the new Governing Body for the same terms of office; Governors delegated determination of the incorporation dates to the Chair who will liaise with the Governor Development Service (GDS). Governors also agreed to reduce the number of Parent Governors by one Governor when the new Governing Body is established. There is currently a vacancy due to Lucy Driver's resignation and in the new Governing Body the Instrument of Government cannot stipulate the number of 11-16 or 16-19 Parent Governors. Concern was raised over the possible imbalance of 11-16 and post 16 representation on the new Governing Body; however it was noted that to date, post 16 parents/carers have sought nomination as Parent Governors and it is hoped this will continue.</p> 	<p>Working Group</p> <p>All</p> <p>AW</p>
4	<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>	
5	<p>Headteacher's Report Including:</p> <ul style="list-style-type: none"> School Self Evaluation Outcomes: Attainment & Standards & Personal Development & Well-being <p>The report had previously been distributed; the Headteacher went through the contents. The School Improvement Partner's (SIP) Report will be distributed as soon as it is available. Governors were pleased to note that students had invited Stephen Williams, local MP, to the school to discuss their concerns re post 16 funding. Governors discussed the recent student protests and the procedures followed by the school which the Local Authority (LA) confirmed were best practice.</p> <p>The Chair and Penny Mooney attended Futures Day which was very positive with excellent feedback from other parents/carers. Approximately 40 parents/carers attended together with representatives from Atkins, Rolls Royce etc. Governors thanked staff. Feedback from students given in the afternoon was recorded in evaluation forms. It is hoped the session will be repeated for Year 10 later in the year.</p> <p>The budget for next year is a concern particularly special educational needs (SEN) funding. At the moment there is an indication that SEN applications are lower than last year. The school will be discussing applications with the LA shortly. There is a Green Paper advising that parents/carers of SEN children will be able to identify schools outside of their LA. Currently the school only has 1 student from outside the LA; if there are more this could impact significantly. The school is currently in discussions re 1 child as the school is not able to meet the child's needs. Governors discussed fixed term exclusions; it was noted that 1 Year 7 student has 'skewed' the figures as the student has received 3 of the fixed term exclusions.</p> 	SB

6	<p>Committee Minutes Including:</p> <ul style="list-style-type: none"> Governors' Financial Summary Report as at 31 October 2010 <p>The draft Minutes and Governors' Financial Summary Report had previously been distributed; the Steering Committee is looking strategically at possible financial implications resulting from the government's spending review.</p>	
7	<p>Approval of Minutes of Last Full Governing Body Meeting Held on 18 October 2010</p> <p>The Minutes were agreed and signed as a correct record.</p>	
8	<p>Carried Forward Matters & Matters Arising From Minutes of Previous Meeting</p> <p>There were no matters arising.</p>	
9	<p>Governors' Reports Including:</p> <ul style="list-style-type: none"> Bristol Governors' Forum Feedback <p>Annie Hudson, CYPs Director, attended the Bristol Governors' Forum meeting, but at the moment there is still a lot of uncertainty regarding the changes in education and funding. The quality of LA services is going to be reviewed but it is not known how schools will be consulted in the review as they are not represented on the working group.</p> <p>Governors discussed the possibility of a Governors' Conference in Term 3 with the main focus being Academy status. A working group consisting of the Vice Chair, John Waldron, Astrid Kopmels and Emma Waldon was set up to take this forward.</p> <ul style="list-style-type: none"> Correspondence <p>There was no correspondence to consider.</p> <ul style="list-style-type: none"> School Visits <p>[John Waldron left the meeting.]</p> <p>Some visits were discussed previously; Darren McKimm met with Lesley Evans, Assistant Headteacher, to discuss PSHE and healthy schools. Peter Hallam attended a meeting with the SENCo; the completed Governor visit form had previously been distributed.</p> <ul style="list-style-type: none"> Training Undertaken <p>Lawayne Jefferson completed the first module of the roles and responsibilities training session which was very useful. Ian Campion-Smith booked secondary data training but the session had been cancelled by the GDS.</p>	Working Group
10	<p>AOB</p> <p>There was no other business to consider.</p>	
11	<p>Bristol Governors' Forum Meeting Date</p> <p>Thursday 17 March 2011, 7.00-9.00pm, Hannah More Primary School</p>	
12	<p>Date & Time of Next Full Governing Body Meeting</p> <p>Tuesday 15 February 2011 at 7.00pm</p>	

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

SIGNED: **DATE:** 15 February 2011