

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 26 January 2016 at 3.15pm

### MINUTES

**PRESENT:**

Lawayne Jefferson (Chair)	Barry Trahar
Tim Whitaker (Vice Chair)	Fiona Hallsworth
Naresh Rao	Kate Teal
Catherine Hallam	Rod Symmons
Rita Deegan	Ciara Campfield
Darren McKimm	Sarah Everett-Cox
Marilyn Barnard	Nicholas Lind (Deputy Headteacher)
Hilary Jeffkins	Elizabeth Jahn (Clerk)

*The meeting was noted to be quorate*

ITEM	MINUTE	ACTION
<b>1.</b>	<b>Welcome, Introductions &amp; Apologies for Absence</b>	
	The Chair welcomed everyone to the meeting, particularly Fiona Hallsworth, new Community Governor. Apologies were received and accepted from Sarah Baker, Marian Curran, Louise Blundell, Rachel Richardson, Andrew Scoble and Fiona Elder.	
<b>2.</b>	<b>Attendance &amp; Business/Pecuniary Interest Register</b>	
	Governors were reminded of their responsibility to declare interests; the Register was circulated and duly signed.	
<b>3.</b>	<b>Strategic Development</b>	
<b>3.1</b>	<b>Headteacher's Verbal Report</b> There was nothing significant to note at this time.	
<b>3.2</b>	<b>iPad Project Proposal</b> Kate Teal and Tim Whittaker provided feedback from their meeting earlier in the day with Tim Cox to discuss the iPad Project proposal; the proposal had previously been distributed. Governors asked questions regarding the proposal including the financial implications and the level of engagement with parents regarding the proposal. Following discussion, it was recognised that there were still areas that needed to be considered further including consultation with parents and therefore, it was agreed that the decision should be postponed until the next meeting; Kate Teal and Tim Whittaker would take forward the questions raised with the school so that a more informed decision could be made.  [Rod Symmons left the meeting.]	KT & TW
<b>3.3</b>	<b>Governor Development Day Plenary</b> Governors discussed the Governor Development Day and in particular the consideration of becoming a multi-Academy Trust (MAT) to support a new secondary school planned for Bristol. Governors were concerned that this had been raised so late with the Governing Body as the expression of interest needed to be submitted by Friday. There was a week after the deadline when the Governing Body could withdraw the application, however, Governors felt that with the absence of the Headteacher (due to personal reasons), there would not be time to discuss this sufficiently to explore all the unanswered questions. Governors also agreed that there was insufficient time to carry out a full consultation, which would be needed in light of the significant change to the status of the school.  Governors recognised that the bid could be submitted 'subject to' certain considerations, however, it was agreed that the process was flawed and an extraordinary Governing Body meeting should have been called earlier in the process.	

Approval (Initials) .....

	<p>Governors stressed that they had complete confidence in the Headteacher and the Strategic Leadership Team's (SLT) support of the bid, however, it was important that the impact on Redland Green School and the staff, particularly the SLT and Headteacher, should form part of the decision-making process.</p> <p>Governors agreed that there were benefits of becoming a MAT and in particular, taking on responsibility for a new school rather than an existing school; Governors also noted that the delay in raising this was largely due to the information only being distributed by the Local Authority (LA) a couple of weeks ago. Governors acknowledged that the SLT had discussed the proposal and were in full support; however, Governors agreed that an extraordinary meeting of the Governing Body should have taken place at the same time so that the proposal could be explored in more detail.</p> <p>Governors noted that the consultation with parents could take place following submission of the bid and following discussion, it was agreed that this would be the preferred option due to the lack of information available to share with parents. The bid would also need to be subject to the Department for Education (DfE) agreeing to appoint the school as a sponsor.</p> <p>[Catherine Hallam left the meeting.]</p> <p>Governors asked if there were any implications for the school at Post 16 due to Cotham School moving to MAT status; the Chair of the Post 16 Steering Group advised that it was unlikely to have an impact on Post 16 provision; this was currently being discussed with the Post 16 Executive Group and a review of the Memorandum of Understanding between the two schools was also being undertaken.</p> <p>Following discussion, Governors agreed to submit the bid by the deadline but also to arrange an extraordinary meeting early next week to enable a more in-depth discussion. At that meeting, the Governing Body would either withdraw the bid or proceed. Consideration of the consultation arrangements would also be discussed at that meeting. Governors also agreed that it would be useful for the SLT to clearly lay out the benefits to Redland Green School for the Governing Body to consider. It was also agreed that more information was needed regarding the proposed new school.</p>	
<b>4.</b>	<b>Routine Governing Body Business</b>	
<b>4.1</b>	<p><b>Approval of Minutes of Previous Meeting, Carried Forward Matters &amp; Matters Arising</b></p> <p>The Minutes were agreed and signed as a correct record. There were no carried forward matters or matters arising that were not already included on the Agenda.</p>	
<b>4.2</b>	<p><b>Approval of Committee Membership &amp; Governors Responsible for</b></p> <p>Governors considered and agreed to appoint Fiona Hallsworth to the Students Committee; Ciara Campbell to the Leadership Committee; and Sarah Everett-Cox to the Finance Committee.</p> <p>Governors also considered and agreed to appoint Fiona Hallsworth as Governor Responsible for Special Educational Needs (SEN) &amp; Inclusion (together with Hilary Jeffkins).</p>	
<b>4.3</b>	<p><b>Policy adoption review:</b></p> <p><b>i) Behaviour for Learning Policy</b></p> <p>Governors considered and agreed the Behaviour for Learning Policy that had been updated in line with DfE guidance and recommended for approval by Rita Deegan following her meeting earlier in the day with the Assistant Headteacher.</p> <p><b>ii) Complaints Procedure</b></p> <p>Governors considered and agreed the North Bristol Post 16 Complaints Procedure that had been updated in line with DfE guidance and recommended for approval by the Post 16 Steering Group.</p>	
<b>4.4</b>	<p><b>Other Matters / Updates</b></p> <p><b>i) Correspondence</b></p> <p>There was no correspondence to consider.</p>	

<b>5.</b>	<b>Information Sharing</b>	
<b>5.1</b>	<p><b>Governors' Report Including:</b></p> <p><b>i) Committee Chairs' Reports</b></p> <p><b>i) Post 16 Steering Group</b></p> <p>The draft Minutes had previously been distributed; there was nothing further to note at this time.</p> <p><b>ii) Governor Visits</b></p> <p>This had been discussed as part of the Governor Development Day; there was nothing further to report at this time.</p> <p><b>iii) Training</b></p> <p>A completed training form had previously been distributed from Rod Symmons following his children who are looked after training.</p>	
<b>6.</b>	<b>AOB</b>	
	There was no other business to consider.	
<b>7.</b>	<b>Date &amp; Time of Next FGBM</b>	
	Tuesday 22 March 2016, 6.15-8.15pm	

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

**SIGNED:** ..... **DATE:** 22 March 2016