

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 5 April 2011 at 5.00pm**

MINUTES

PRESENT:

Darren McKimm (Vice Chair)	Lawayne Jefferson
Sarah Baker (Headteacher)	Judy Patterson
Tim Trout	Bharti Joshi
Kate Hawkey	Robert Moloney
Rod Symmons	Rupert Maule (Associate Member)
Ian Champion-Smith	Marian Curran (Attendee)
Penny Mooney	Elizabeth Jahn (Clerk)

The meeting was noted to be quorate

ITEM	MINUTE	ACTION
1	<p>Welcome & Apologies for Absence</p> <p>The Chair welcomed everyone to the meeting. Apologies were received and accepted from Alex Wilkinson, Peter Hallam, Barry Trahar, John Waldron, Astrid Kopmels, Matthew King, Kim Garland and Annemieke Waite. Sylvia Townsend and Emma Waldon were absent from the meeting [apologies sent retrospectively].</p>	
2	<p>Platform 51 (YWCA)</p> <p>Update from Jo Williams; a report was distributed. Referrals are made through Heads of House and Jo Williams liaises with Platform 51. If appropriate, students may be signposted to other organisations. The range of concerns includes parental conflict, friendships, sexuality, poor mental health, exam stress and bereavement. Referrals are prioritised eg Year 11 students are prioritised at this time of year. The school does support students for exams including suggesting strategies to cope with stress; however the referrals are for the more extreme cases.</p> <p>There are 1-6 sessions offered which can be extended to 8 if more input is needed, following which a referral to outside agencies may be considered. Some issues are not appropriate to be dealt with through Platform 51 and students are referred immediately to CAMHS. The impact of the support has included a lowering of depression; better anger management; and students are more able to explore relationships. The majority of students say they would like further sessions but it is difficult as it is only for 6 weeks. It is a great service and invaluable for the students; as more services/support are lost due to funding cuts it is felt to be a vital service to fund. The sessions cost £5.5k per year which is felt to be a small price to pay for students' well-being and mental health. Governors recognised that the decision to continue funding the programme was an operational decision; however they agreed that they were in full support of the programme being continued.</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>Approval of Committee Membership</p> <p>Governors agreed to appoint Lawayne Jefferson to the Post 16 Committee.</p>	
6	<p>Parental Survey Working Group Update [taken out of order]</p> <p>Rod Symmons advised that the survey has gone out to parents/carers and an analysis of feedback will be carried out by the working group.</p>	

Approval (Initials)

<p>7</p>	<p>Headteacher's Report <i>[taken out of order]</i></p> <p>The report had previously been distributed; the Headteacher went through the contents. The school has started using Google Apps and Docs as a replacement for Fronter which will cease at the end of this academic year. It is hoped the website can be used more to provide curriculum information to improve feedback to parents/carers.</p> <p>The gap in the current Year 11 outcomes for boys and girls reflects national trends; children registered for free school meals (FSM) is an issue for Year 11 as it is a tiny cohort and it has been recognised that FSM children perform better when they are a larger group.</p> <p>Governors asked about the role of Heads of Year; the Headteacher advised that Heads of Year are usually pastoral and the school currently uses Heads of House for this role.</p> <p>Punctuality has improved significantly since the introduction of the new strategies to target punctuality issues. There is now a high degree of competition between Houses and Mentor Groups.</p> <p>The meeting with the architect will be taking place early next term and will include looking at resources and how this can support behaviour including lunchtime.</p> <p>A permanent exclusion has taken place which has been reviewed and upheld by a panel of Governors.</p> <p>Governors congratulated Steve Bailey on the Big Pedal.</p> <p>Governors asked whether there would be issues with space and noise for the exams; the Headteacher advised that areas will be blocked off however exams do take place every year and students are very considerate.</p> <p>There are 33 students recorded as persistent non-attenders (3.5%); the school is working hard to address this and attendance is monitored rigorously including inviting parents/carers in to discuss any issues where a student is at risk of being recorded as a persistent non-attender. The school may need to start issuing penalty notices which costs £100 per parent/carer, per child, reduced to £50 if the parent/carer pays within a certain time. Governors supported the school applying to the Local Authority (LA) to issue penalty notices. It is challenging now to manage attendance as the school has lost the support of the Education Welfare Officer (EWO). Overall attendance is currently 94.8% (target is 95%).</p> <p>The curriculum needs to be reviewed as a result of funding cuts; PSHE and work experience is not now compulsory. The review will start in Terms 5 and 6 with decisions being taken in Terms 1 and 2 ready for implementation in September 2012.</p> <p>The school was asked to take 14 students with special educational needs (SEN); the school agreed to take 4 children; 6 are appealing. The LA's case is that it is inefficient use of resources.</p> <p>The impact of the funding cuts could include increased class sizes which will mean more withdrawal and possibly cross age teaching for SEN students as there will not be so many Learning Support Assistants (LSAs); teachers teaching outside their specialism; a reduction in Key Stage 4 (KS4) options; a reduction in high cost subjects eg ADT, music, ICT; increased contact time particularly staff with leadership roles (teaching and learning responsibilities (TLRs)); and a reduction in enrichment activities and trips due to the reduction in admin support. The Headteacher is seeking parental views re trips in Term 6. Governors noted that there may need to be some difficult decisions.</p>	
<p>5</p>	<p>Update Following Governors' Conference Re Academy Status <u>[taken out of order]</u></p> <p>Ian Champion-Smith declared an interest resulting from his political position and that of his wife, Councillor Clare Champion-Smith. Governors discussed Academy status and considered the following options:</p> <ul style="list-style-type: none"> • To start the consultation and preparation towards Academy status, ie register an interest and start the process; or • To decide not to become an Academy and remove all actions that might lead to this; or • To decide not to become an Academy at this time but keep under review Academisation and changes in Department for Education (DfE) policy and the impact on funding 	

	<p>The RGS Headline Funding & Cost Projections to 2014/2015 Report was included in the Headteacher's Report; the Headteacher outlined the key points which included that the projected carry forward for 2010/11 is currently £264,680 but the school will go into an in-year deficit in 2011/2012 of £142,733 and a projected in-year deficit of £718,996 in 2014/2015. Most 11-18 schools are facing some cuts due to the significant cuts in post 16 funding; however this school will be affected not only from the post 16 funding cuts but also from the introduction of the pupil premium which is based on the number of FSM children, as well as a change to the way post 16 is funded, ie based on this year's intake which is significantly lower than next year. The funding cuts are further impacted by the need for schools to now fund services/support that has previously been provided by the LA at reduced rates or free of charge. Whilst Governors acknowledged that staff had raised concerns at the Governors' Conference about moving to Academy status as they did not want things to change at the school; unfortunately it was also acknowledged that it will not be possible to keep the 'status quo' and that the support and level of service provided as an LA maintained school will not be the same. Regardless of any decision to move to Academy status, the school will be facing significant cuts in funding in the next few years and this will inevitably impact on the school community and could potentially result in the school having to implement the Management of Change process. The location of the new Secondary Free School could also impact on admissions. The biggest issue facing the school over the next 12 months is funding which will dramatically affect what the school is doing and what it is possible to offer.</p> <p>Schools are already working in groups and networks have been established with schools working more collaboratively. It is likely this will continue and more collaborative working will need to take place; this would not change should a school become an Academy.</p> <p>Governors sensed that the general picture implies that there will be more funding if a school becomes an Academy but there is no certainty and future funding is not known. There is a Ready Reckoner on the DfE website but the accuracy of the projected increase in funding is not guaranteed.</p> <p>The 'freedoms' of becoming an Academy were discussed at the Governors' Conference and it was felt there were no extra 'freedoms' than schools are already able to have, however the additional funding could mean that there are more options.</p> <p>Following a lengthy discussion, Governors agreed not to become an Academy at this time but keep under close review Academisation and changes in DfE policy and the impact on funding. It was also agreed that the Steering Committee should set up a working group to undertake this role in collaboration with the Senior Leadership Team (SLT) and that an update should be provided at each FGBM as and when appropriate, although the item would be a standing Agenda item for the foreseeable future. Tim Trout agreed to write a brief article for the School Bulletin to update parents/carers on the Governors' decision.</p>	<p>Steering Committee</p> <p>TT</p>
8	<p>Committee Minutes</p> <p>The draft Minutes had previously been distributed, there were no further queries or comments.</p>	
9	<p>Approval of Minutes of Last Full Governing Body Meeting Held on 15 February 2011</p> <p>The Minutes were agreed and signed as a correct record.</p> <p>[Rod Symmons and Ian Campion-Smith left the meeting.]</p>	
10	<p>Carried Forward Matters & Matters Arising From Minutes of Previous Meeting</p> <p>There were no matters arising.</p>	
11	<p>Governors' Reports Including:</p> <ul style="list-style-type: none"> • Correspondence <p>There was no correspondence to consider.</p> <ul style="list-style-type: none"> • School Visits & Link Governor Reports <p>Kate Hawkey and John Waldron had completed Governor visit forms which had previously been distributed.</p>	

	<p>Due to time constraints, the possibility of a whole Governing Body visit will be considered at the next meeting.</p> <ul style="list-style-type: none"> • Training Undertaken <p>There was nothing to report.</p>	EJ
12	<p>AOB</p> <p>There was no other business to consider.</p>	
13	<p>Bristol Governors' Forum Meeting Date</p> <p>Wednesday 22 June 2011, 7.00-9.00pm, Hannah More Primary School</p>	
14	<p>Date & Time of Next Full Governing Body Meeting</p> <p>Tuesday 24 May 2011 at 7.00pm</p>	

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

SIGNED: **DATE:** 24 May 2011