

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 22 March 2016 at 6.15pm**

### **MINUTES**

<b>PRESENT:</b>	Lawayne Jefferson (Chair) Tim Whitaker (Vice Chair) Sarah Baker (Headteacher) Naresh Rao Marilyn Barnard Hilary Jeffkins Barry Trahar Rachel Richardson	Rod Symmons Fiona Elder Catherine Hallam Andrew Scoble Sarah Everett-Cox Louise Blundell (Deputy Headteacher) Nicholas Lind (Deputy Headteacher) Elizabeth Jahn (Clerk)
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*The meeting was noted to be quorate*

ITEM	MINUTE	ACTION
<b>1.</b>	<b>Welcome &amp; Apologies for Absence</b>	
	The Chair welcomed everyone to the meeting. Apologies were received and accepted from Marian Curran, Ciara Campfield, Kate Teal, Darren McKimm and Rita Deegan. Fiona Hallsworth was absent from the meeting.	
<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>3.2</b>	<p><b>iPad One-to-One Project <i>[taken out of order]</i></b></p> <p>The IT Lead led an activity highlighting how iPads were used to expand learning in the classroom. Governors were informed that the activity would not be possible without the ability to move freely around the classroom with internet accessible equipment.</p> <p>Governors asked questions in relation to the lease scheme including whether there were processes and procedures in place to support inappropriate use; the IT Lead advised that there were safeguards for leased equipment; however, these were limited on privately owned devices. The IT Lead advised that the devices were fully insured and there were possibilities for parents to buy covers etc under the scheme.</p> <p>Governors were informed that iPads were being used a lot across departments and this evidenced that staff and students were engaging with the use of iPads. The IT Lead suggested that once the scheme was implemented it was envisaged that staff and students would increase their use of iPads in learning. Governors were also advised that the device roll-out was expected to be at the beginning of Term 2.</p> <p>Governors asked how students whose parents chose not to enter into the scheme would be supported eg Pupil Premium children; the IT Lead advised that Pupil Premium children had been identified as a group that would be supported through the scheme. Students of other parents, who chose not to enter the scheme, would still be supported in the classroom with school-owned iPads, but those students would not be allowed to loan out a school-owned device to take home. The IT Lead reassured Governors that the school had tried to make the scheme as accessible as possible.</p> <p>Governors also asked whether there had been any feedback from parents; the IT Lead advised that parents had been informed about the possibility of a scheme but the meeting to discuss the lease arrangements would not be taking place until April so the finer details of the scheme had not yet been defined; therefore, it was not possible to share the details of the scheme with parents until after that meeting had taken place.</p>	

Approval (Initials) .....

	<p>Governors agreed that this was a valuable scheme for students to support their learning both inside and outside the classroom and therefore, agreed that the scheme should be taken forward with an anticipated roll-out in Term 2.</p>	
<b>3.1</b>	<p><b>Multi-Academy Trust (MAT)</b></p> <p>The Chair provided an update on the Free School bid; Governors were pleased that the school had received praise on the quality of the bid presentation but were disappointed to note that the bid had been unsuccessful.</p> <p>Governors also noted the discussions from the Leadership Committee meeting where the MAT was discussed; a further meeting would be taking place on Monday 18 April 2016 at 6.00pm.</p> <p>Governors discussed the leadership structures of MATs and particularly, the government's recent comment that local Governing Bodies/Boards were not considered effective and an advisory board was considered the preferred option; Governors agreed that there were many different models within the existing MATs and some were working better than others. It was agreed that whichever model was adopted by Redland Green School, it would need to ensure that it was effective at driving forward school improvement and holding senior leaders to account.</p>	
<b>3.3</b>	<p><b>Progress 8 &amp; Attainment 8 Overview</b></p> <p>The overview had recently been discussed at length at the last Students Committee meeting and the Committee agreed that it would be useful for the presentation to be shared with the full Governing Body (FGB) so that all Governors had a better understanding of the new measures. Louise Blundell, Deputy Headteacher, led the presentation, which had also previously been distributed in hardcopy.</p> <p>Governors asked for clarity in relation to the measures; the Deputy Headteacher provided context where possible to show how the measures would be modelled and also used for performance tables. Governors recognised that it would be challenging to benchmark outcomes against previous years as the data would not be like for like, however, there would be national data available and this would support benchmarking pending the school being in a position to benchmark against its own data.</p>	
<b>3.4</b>	<p><b>Headteacher's Report</b></p> <p>The report had previously been distributed; the Headteacher provided context to the progress against Strategic School Development Plan (SSDP) priorities. Governors asked for examples of support provided to students with English as an additional language (EAL); the Headteacher advised that this group of students had been identified as a vulnerable group and therefore, progress of this cohort was being monitored more closely and students were being identified quicker. The school had identified in particular, that in line with national statistics, those students who were fluent in oral English but spoke a different language at home, sometimes did not make as much progress as their peers. It was felt that this was as a result of their written ability not being as advanced as their oral ability and therefore, strategies were, in those cases, focussed on improving their writing skills. Governors asked whether the school had identified all the EAL children; the Headteacher advised that the EAL students who were identified against an official criteria, namely that they came into the country within the last 3 years had been identified; the school was now reviewing identification to identify those who had been in the country for longer than 3 years but whose progress was still impacted by being EAL, eg those discussed above who were orally competent but had issues with their written skills which impacted negatively on their progress.</p> <p>Nicholas Lind, Deputy Headteacher, provided feedback from the Skype session with the Hope School in India, which was very positive.</p> <p>The Deputy Headteachers provided an overview of strategies being used to support Year 11 students with revision and preparing for exams. Governors were pleased to note that students' work/life balance was being discussed through the Elevate sessions, which were proving very useful. The school had also organised goody bags containing stationery etc and had requested that parents write a 'proud' letter to their children to support their wellbeing and confidence.</p> <p>Governors asked if the school had identified why Pupil Premium children were not opting to join as many extra-curricular clubs as their peers; the Headteacher advised that this was being explored and the school was trying to align clubs with the students' interests; students were also being proactively encouraged to participate.</p>	
<b>3.5</b>	<p><b>Governor Development Day</b></p> <p>Feedback from the day had been received and collated; the report had been previously distributed. Governors agreed that the questions raised should be taken forward by the Students Committee.</p>	

3.6	<p><b>Group Activity</b></p> <p>Governors carried out an activity to identify questions that needed to be taken forward by the Strategic Leadership Team (SLT) in relation to the Outcomes for Pupils, Attendance &amp; Behaviour External Review carried out on the 3 February 2016 by Linda Peck, External Reviewer, and which had previously been distributed.</p> <p><b>Action: The Clerk to collate the questions raised.</b></p>	EJ
<b>4. Routine Governing Body Business</b>		
4.1	<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. It was noted that the Minutes from the 2 February 2016 were in relation to the extraordinary meeting called to discuss the MAT application and Free School bid. There were no carried forward matters or matters arising that were not already included on the Agenda.</p>	
4.2	<p><b>Other Matters / Updates</b></p> <p><b>i) Correspondence</b></p> <p>There was no correspondence to consider.</p>	
<b>5. Information Sharing</b>		
5.1	<p><b>Governors' Report Including:</b></p> <p><b>i) Committee Chairs' Reports</b></p> <p><b>i) Audit/Finance Committees</b></p> <p>The draft Minutes had previously been distributed; Governors noted the contents.</p> <p><b>ii) Leadership Committee</b></p> <p>The draft Minutes had previously been distributed; the Chair of the Committee provided a summary of key areas of discussion.</p> <p><b>iii) Students Committee</b></p> <p>The draft Minutes had previously been distributed; the Chair of the Committee provided a summary of key areas of discussion.</p> <p><b>ii) Governor Visits</b></p> <p>A completed visit report form from Marilyn Barnard had previously been distributed together with reports from the Governor Responsible for Premises and the Governor Responsible for Special Educational Needs (SEN); an overview of the visits was provided.</p> <p>The Chair also advised that she attended the Bristol Girls Launch, which was very informative and focussed on improving engagement of girls in Science, Technology, English and Mathematics (STEM).</p> <p><b>iii) Training</b></p> <p>Governors were pleased to note that Rod Symmons had undertaken children in care (CiC) training; the Clerk had also attended PREVENT Duty training.</p>	
<b>6. AOB</b>		
	There was no other business to consider.	
<b>7. Date &amp; Time of Next FGBM</b>		
	Tuesday 17 May 2016, 6.15-8.15pm, Development Evening	

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

**SIGNED:** ..... **DATE:** 17 May 2016