

The Federation of Abbey Schools Academy Trust

Governing Body Minutes

Date & Time: 6.00pm on Monday 3rd February 2020

Present Directors: Mr J Briggs, Dr L Bryant, Mrs E de la Motte, Mrs V Folkes, Mrs R Hall, Mr N Little, Mrs R Kershaw, Mrs C Marley, Mrs J Scott, Mrs C Stow Smith and Mr P M Willson.

Also in Attendance: Mrs L Hawksby (Clerk to the Governing Body).

<u>ITEM</u>	<u>DESCRIPTION OF DISCUSSION</u>	<u>ACTION BY</u>
1.	<p>Apologies for Absence</p> <p>Apologies of absence were received and accepted from:-</p> <ul style="list-style-type: none">• Mr M J Fryer	
2.	<p>Notification of Items of Other Business</p> <p>There were no items of other business.</p>	
3.	<p>Declarations of Interests:</p> <p>Declaration of personal or pecuniary interests in any matters arising from the Agenda of the current meeting.</p> <p>There were no declarations of personal or pecuniary interests declared.</p> <p>Declaration of any updates for the Register of Business Interests.</p> <p>There were no updates for the Register of Business Interests.</p>	

<p>4.</p>	<p>Approval of Minutes</p> <p>a) Approval of Minutes – Monday 9th December 2019.</p> <p>RESOLVED:</p> <p>That the Minutes of the meeting of the Board held on Monday 9th December 2019 be confirmed and signed as an accurate record by the Chair.</p> <p>b) Matters Arising –</p> <p>It was noted that in relation to Minute 6 the bid had been submitted in time for the annual bidding round for academies to apply for capital funding from the Department for Education in relation to the Condition Improvement Plan. It was noted that only 2 bids had been received as expected.</p>	
<p>5.</p>	<p>Current numbers on Roll</p> <p>Further to Minute 11 (Governing Body 9th December 2019) the current numbers on roll for each year group was considered at the meeting.</p> <p>RESOLVED:</p> <p>That the report be noted.</p>	
<p>6.</p>	<p>Management Accounts</p> <p>The Head Teacher reported on both the November and December 2019 Management Accounts. He advised that there had been a slight dip, however there was still a surplus going forward. This was largely due to the Teachers' pay rise. There had also been a small increase during this period in staff sickness, but no long term sickness.</p> <p>RESOLVED:</p> <p>That the report be noted.</p>	
<p>7.</p>	<p>Autumn Data and Monitoring Update and Ofsted update (Items 7 and 9 from the Agenda were considered together as one item.)</p> <p>The Head Teacher provided an Autumn data overview. He advised the school had developed a system for assessing writing across the year groups which is very similar to the system moderators use to assess Year 2 and Year 6 writing. An updated Puma and Pira assessment system is now being used which calculates age standardised scores, using assessments which look and feel like SATS.</p>	

<p>CQ</p> <p>8.</p>	<p>Senior Leadership was also developing an assessment ‘on a page’ system for all subjects, which helps assess pupils skills and knowledge. Examples were circulated at the meeting for the Boards’ considerations. The board questioned as the school was concentrating on the assessment of subjects, how would teaching staff pick up on whether a child for example was struggling with numbers? The Head Teacher advised that this system also focused on the foundation subjects, which included maths.</p> <p>The Head Teacher also provided a monitoring update for the Board. A copy of this term’s monitoring schedule was on the Governors’ Learning platform and was noted by the Board. He advised that changes that enable subject leads to obtain a better picture of their subject across school included: whole school book/evidence monitoring for all subjects, class swaps so subject leads can talk to children and look at work in different year groups and ‘deep dives’ had been undertaken in reading/ maths.</p> <p>The Head Teacher also reported that Ofsted are consulting on changing the law so that outstanding schools will now be inspected from September 2020. There is now an emphasis on deep dives, usually 5 subjects including English (Reading) and Maths. Less data is looked at, no internal data, but there is an increased focus on ISDR (inspection data summary report.)</p> <p>RESOLVED:</p> <p>That the report be noted.</p> <p>Safeguarding</p> <p>The Deputy Head Teacher (VF) provided an update on new safeguarding initiatives, such as ‘Operation Encompass’ being extended to now informing a school the next day with regard to any domestic violence and including individuals at lower, not just medium/higher risk.</p> <p>She also reported on a recent ‘neglect workshop’ she had attended and from this the ‘Continuum of Need’ indicators which identifies four levels of vulnerability/ risk and the most appropriate service response. This would be circulated to all Teachers.</p> <p>She also advised that that there is a new Darlington safeguarding web-site. A children’s emotional and wellbeing week was also being held by the school, with workshops and assemblies aimed at helping improve childrens’ resilience. Charity fundraising for ‘Mind’ was also happening via the schools’ charities committee.</p> <p>RESOLVED:</p> <p>That the report be noted.</p>	
---------------------	--	--

<p>9.</p>	<p>Governors' Learning Day discussion – 30th March 2020.</p> <p>It was agreed that the Governors' Learning Day scheduled for the 30th March 2020, would include Governor Learning Walks with subject leaders, book looks and conversations with teaching staff.</p> <p>RESOLVED:</p> <p>That a timetable be for the day be sent out to the Directors before the Governors' Learning Day.</p>	<p><i>Head Teacher</i></p>
<p>10.</p>	<p>Whistleblowing Policy.</p> <p>Consideration was given to the Whistleblowing Policy by the Board. A number of small changes were requested by the Board:</p> <p>At 4.1 changed to - Appointing a governor upon receipt and one member of SLT (Senior Leadership Team) to act as points of contact for staff members when reporting concerns.</p> <p>At 9.8 – to take out reference to the Local Authority.</p> <p>RESOLVED:</p> <ul style="list-style-type: none"> a) That the policy be approved subject to the above changes b) That the Whistleblowing Procedure be included in the Induction Procedure. c) That the policy be changed from an annual review to a 3 year review. 	<p><i>Head Teacher</i></p>
<p>11.</p>	<p>Investments and Reserves Policy.</p> <p>Consideration was given to the Investments and Reserves Policy.</p> <p>RESOLVED:</p> <p>That the Investments and Reserves Policy be approved.</p>	<p><i>Head Teacher</i></p>
<p>12.</p>	<p>Business Continuity Procedures.</p> <p>Consideration was given to the Business Continuity Plan. It was noted this was procedures and not policies.</p> <p>RESOLVED:</p> <p>That the Business Continuity Procedures be approved.</p>	<p><i>Head Teacher</i></p>

<p>13.</p>	<p>Governor Link – NQT</p> <p>It was agreed that a Governor link should be made for Newly Qualified Teachers (NQT).</p> <p>RESOLVED:</p> <p>That Mrs C Stow Smith be the NQT Governor Link.</p>	<p><i>Director</i></p>
<p>14.</p>	<p>Agenda Items for 30th March 2020</p> <ul style="list-style-type: none"> • Current pupil numbers on roll. • Summer Term meeting dates. • Management Accounts 	<p><i>Clerk</i></p>
<p>15.</p>	<p>Approval of Documents for Public Inspection</p> <p>RESOLVED:</p> <p>That the Agenda, supporting documents and approved Minutes be made available for public inspection with the exception of any papers relating to Minute 6 above: Management Accounts due to their commercial sensitivity in accordance with article 125 c.) and Minute 12 above: Business Contingency as it contains named employee contact details in accordance with article 125 a.).</p>	<p><i>Clerk</i></p>
<p>15.</p>	<p>Date & Time of Next Meeting</p> <p>That the next meeting of the Governing Body be held on the 30th March 2020.</p> <p>The Meeting concluded at 7.30 pm</p> <p>Approved by the Governing Body</p> <p>Date: _____</p> <p>Signature (Chair): _____</p> <p>Name: _____</p>	<p><i>Clerk</i></p>

Note: the **CQ** abbreviation stands for – Challenging Question by the Board.