



**ST IVO SCHOOL**  
**Minutes of the Governors' meeting**  
**held on Wednesday, 22 October 2014**

**Present:**

John Andrews  
 Judith Barnes  
 Sue Campbell  
 Carol Darnell  
 Charles Glanville  
 Stuart Grey

Joanna Grimmer  
 Chris Hillsdon  
 Claire Lynn  
 Martin McGarry  
 Jane Moore  
 Ingrid Morrison

Frank Newton  
 Mark Patterson  
 Philip Speer  
 Jim Stavrou  
 Anthony Ward  
 Duncan Woodall

	Main points discussed	Decisions taken and Action	When	By whom
1	<p><b>Election of Chair and Vice Chair</b>            Mark reported that the following names had been proposed by Duncan for the positions of chair and vice chair respectively, Sue and Chris.</p>	<p>There were no further nominations for the above positions. These were seconded by Frank and Stuart.</p> <p>Both Sue and Chris thanked governors for their support.</p>		
2	<p><b>Apologies and Declaration of Interest</b></p> <p><b>Declaration of interest:</b></p>	<p>David Mead, Robin King and Mark Sanderson</p> <p>Sue declared interest in the Cost Saving Plan as her daughter was a member of staff at the school. Sue explained that she would be able to be involved in the discussions but would not be casting a vote.</p>		
3	<p><b>Minutes and matters arising from the minutes of the Full Governors' meeting on 25 June 2014</b>            Item 6: Uniform policy update, this was an agenda item at today's meeting.</p> <p>The minutes were agreed and taken as a true record of the meeting.</p>			
4	<p><b>Cost Saving Plan</b>            Papers had been distributed with the agenda which were discussed in detail.</p> <p>Philip reported that the Cost Saving Plan had been raised for the Finance Committee and it had been anticipated that this would be a working document for the future.</p>			

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	<p>Philip stated there is only a promise of fairer funding from the letter received from the Education Funding Agency for the year 2015/16, and that this contained no suggestion of continuing the fairer funding beyond this date.</p> <p>Philip informed Governors that the school would be replacing Tracy (the Director of Finance, Business and Resources who had resigned in September) as soon as possible. The school's external auditor had been asked to undertake a review of the plan and would be in school next week during half term. The post is currently being advertised again and it is envisaged to have the position filled soon after the Christmas break.</p> <p>Claire suggested that the school could generate income eg increase the site usage.</p> <p>Ingrid reported that this morning, (Wednesday), the school had had a number of external students and their parents visiting the school. Discussions were held with Kim Perry, Assistant Head of Year 12 and with sixth formers. It was very successful and the next event is being held on 20 November. Ingrid offered to do a report on the number of external students the school has supported over the last few years.</p> <p><b>ACTION: Ingrid to prepare the above report to be available at the next meeting in December.</b></p>			
5	<p><b>Uniform update</b></p> <p>David Vary, Assistant Headteacher and Head of Year 11 had been invited to attend to update the Governors on the success of the new uniform guidelines and whether students were adhering to these. The outcome was very successful and it was felt that the uniform situation had greatly improved. David and Clare Sherwood, also Assistant Head and Head of Year 9 were responsible for this area. David reported the following:</p> <ul style="list-style-type: none"> <li>• Details regarding the uniform had been circulated in the summer to parents/carer, details were also on the website.</li> <li>• Inspections had been undertaken rigidly in the first two weeks of the new term by Heads of Year and Assistant Heads of Year. A few students were asked to go home to change, after contact with parents. To this end there had even been some publicity in the Hunts Post regarding the fact that students had been 'sent home', reporting this from a student's point of view. Students were, however, missing from school for no more than an hour, the time it takes them to go home and change.</li> <li>• Form tutors are being asked to regularly check uniform in the morning and maintain the regularity of this.</li> <li>• Some students will wear the uniform for two or three days, then return to their former dress, eg leggings, black jeans.</li> <li>• Each morning a head of year and assistant head of year (not necessarily from the same year) will stand in reception and check uniform. If students are not complying then the parents receive a phone call, students are either asked to go home and change or parents bring in the correct clothing.</li> <li>• Some students bring in notes stating why they are not in uniform, they might be living between two households and therefore difficulties might arise in maintaining the correct uniform. The form tutor signs this.</li> <li>• Jewellery, including piercings are also being checked.</li> <li>• The same students are regularly trying to disregard the rules and on one occasion a student was sent to the Reflection Room for 'defiance of school rules'.</li> <li>• Heads of Year and Assistant Heads of Year have been very attentive to the uniform situation, contacting parents as and when necessary,</li> <li>• If there are financial implications then there is a fund within the school that is available to help parents/carers.</li> </ul> <p><b>Area causing some concern:</b></p> <ul style="list-style-type: none"> <li>• Trousers: there are some issues that will need to be reviewed in the near future. Parents/carers have been informed that they can be purchased through Price and Buckland, the school's uniform provider and also through two outlets, namely Tesco's and New Look (types and codes have been provided). However, there are some students who are wearing trousers that are ill fitting in order to 'keep in fashion' with the tight leg fitting.</li> </ul> <p><b>For the future:</b></p> <ul style="list-style-type: none"> <li>• Regular reminders will be issued to staff and in particular form tutors to regularly check students' uniform. It</li> </ul>			

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	<p>is felt that a good impact has been achieved by the constant monitoring of the uniform but that the focus needs to be maintained. .</p> <p><b>Questions from the floor:</b></p> <ul style="list-style-type: none"> <li>Judith congratulated David and Clare on the work they were doing and commented that the uniform situation had greatly improved and the Governors were in agreement.</li> <li>Claire suggested the use of 'lost property' in supplying students with school garments. David replied this facility is already in place.</li> </ul> <p>Sue congratulated David and Clare on their work and thanked David for his presentation.</p>			
6	<p><b>Reports from Committee Chairs</b></p> <p>Personnel: Frank reported that these had been well attended. The main agenda items had been over the last year:</p> <ul style="list-style-type: none"> <li>New policies</li> <li>Setting up a staff welfare group</li> <li>Performance related pay</li> <li>Regular staffing updates (resignations and new arrivals)</li> <li>Cost saving plan (in September)</li> </ul> <p>Finance: Philip reported that discussions had centred on detailed financial analyses within the school's accounts reported on by Tracy.</p> <p>Claire: (in the absence of a chair of this group due to the resignation of Grace O'Reilly) reported the following agenda items which had been discussed:</p> <ul style="list-style-type: none"> <li>Ethos (presentation by Kim Perry).</li> <li>ACL (standing agenda item) very successful and very good numbers attending.</li> <li>Engaging parents in the school, in conjunction with Dom Fullman, Assistant Head and Head of Science. There are a number of parents very interested to drive forward the notion of establishing a Parents' Association.</li> <li>EOTAS (Educated Other Than at School): as the County School has closed, students have been found alternative accommodation.</li> <li>SEN: presentation by Jackie Francis, Assistant Head and SENCO detailing the new Health Care Plan which has replaced the term 'statemented'.</li> <li>Terms of Reference: this has been redrafted to reflect the change of work within the committee, to include behaviour and new community links.</li> </ul> <p>Reports from Premises and Curriculum committees were not available due to apologies received from the chairs.</p>			
7	<p><b>Committee membership and department Governor links</b></p> <p>Sue reported that the process for electing a new Parent Governor to replace Grace O'Reilly would take place after half term.</p> <p>Sue asked Governors if they wished to change their membership of any committee?</p> <ul style="list-style-type: none"> <li>Joanna would like to change from Premises to Curriculum. This was agreed.</li> </ul> <p>Governor links:</p> <ul style="list-style-type: none"> <li>Judith volunteered for English which was previously under the direction of Sue. Judith will also retain Law.</li> <li>Art and SEN required a named link as Grace O'Reilly had been the named link. The new Parent Governor will be offered these areas.</li> <li>The names of Simon Crisp and Pauline Zahner should be replaced with Jackie Francis and James Murphy</li> </ul>			

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	<p>respectively.</p> <ul style="list-style-type: none"> <li>Child Protection contact is now Maria Sloan.</li> <li>Parent Association should be added with Dom Fullman's name in charge. Links: Claire, Jo and Charles.</li> </ul>			
8	<p><b>Headteacher's Report</b></p> <p>Alan gave a comprehensive Powerpoint presentation (attached).</p> <ul style="list-style-type: none"> <li>The results had been emailed to Governors in the summer holidays. There have now been some changes due to students requesting a remark. There were several C grades moved to As but these changes to results did not have an impact on the overall statistics.</li> <li>Slide 2 A level: there will be a change to the measurement of A* to A, this will be A* to B.</li> <li>Slide 2 A2 results: These were very good. The trend here shows that A* to A is tapering down slightly.</li> <li>Slide 3 A level: shows that 2013 results were the best ever for A* - C with an APS (average point score) of 627.</li> <li>Slide 4 A2 trends: this reveals the number of students who did not carry on after Year 12 or after their AS level. Also the number of U grades over the last three years, 2012 – 2014.</li> <li>Slide 5 AS level: interesting to note that the GCSE cohort here achieved the lowest GCSE grades but are doing well at AS level. Comment was made that it is important that students choose the right courses.</li> <li>Slide 6 AS levels: show the AVP for the last two years, 2013/14.</li> <li>Slide 7 More Changes. This shows future changes to the A level courses.</li> </ul> <p><i>Ingrid informed Governors that only one of the History specifications has been submitted to QCA for approval. In some cases the new specifications have not yet been written. This change will take place over the next 3 years, and Heads of Department are finding this very difficult to manage:</i></p> <p><i>Ingrid reported that as and when she receives the information, this will be passed on to Governors.</i></p> <p><i>Alan stated that there are new measures for primary schools: KS2 assessment will be replaced with point scores.</i></p> <ul style="list-style-type: none"> <li>Slide 8 GCSE and equivalents: no early entering is taking place now due to the new ruling of 'first entry after 30 Sept 2013'.</li> <li>Slide 9 GCSE and equivalent</li> <li>Slide 10 GCSE 4 Year trend</li> <li>Slide 11 This Year – GCSE:</li> </ul> <p>Alan reported that for the first time this year, St Ivo is using the CATS (Cognitive Abilities Tests) and FFTD to calculate the current Year 11 targets.</p> <p>The Year 10 targets are currently being undertaken. Preparations are under way for the introduction of Progress 8 And Attainment 8 measures. St Ivo has been asked if we would like to take part in a pilot 2015 trial, but it is thought that this is not required.</p>			

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	<p><i>Jane Moore left the meeting at 4.00pm</i></p> <p>Sue thanked Alan for his informative presentation.</p>			
<b>9</b>	<p><b>AOB</b> Information of a confidential nature was discussed.</p>			
	<b>The meeting ended at 4.20pm</b>	<b>Date of next meeting: Wednesday, 10 December 2014.</b>		