



**ST IVO SCHOOL**  
**Minutes of the Governors' meeting**  
**held on Wednesday, 25 June 2014**

**Present:**

John Andrews  
 Judith Barnes  
 Sue Campbell  
 Charles Glanville  
 Stuart Grey  
 Joanna Grimmer  
 Chris Hillsdon

Claire Lynn  
 Martin McGarry  
 David Mead  
 Jane Moore  
 Ingrid Morrison  
 Frank Newton  
 Mark Patterson

Tracy Roden  
 Jim Stavrou  
 Anthony Ward  
 Duncan Woodall

	Main points discussed	Decisions taken and Action	When	By whom
1	<p><b>Apologies and Declaration of Interest</b></p> <p>Carol Darnell, Robin King, Grace O'Reilly, Mark Sanderson, Philip Speer</p> <p><b>Declaration of interest:</b></p>	<p>There were no declarations of interest.</p>		
2	<p><b>Minutes and Matters arising from the Minutes of the Full Governors' Meeting on 7 May 2014</b></p> <p>Sue welcomed John on his return to the Full Governing Body as a staff governor for another term of four years. A staff governor election had taken place in early June as John's term of office had expired in May.</p> <p>5 Report from Chairs of Committees</p> <p>The school has not yet heard whether the appeal has been successful for the Performing Arts Block. The deadline for this is Monday, 30 June.</p> <p>The minutes were agreed as a true record of the meeting.</p>			
3	<p><b>Ethos Team Work Update</b></p> <p>Kim Perry, Assistant Head of Sixth Form and teacher of English, was introduced to the meeting by Sue. Kim explained the brief of her appointment: to raise the self belief of all students to become confident and positive in their approach to work and to enlist an '<i>I can</i>' disposition. Strapline '<i>A- Star Learners</i>'.</p> <p>A paper had been circulated with the agenda detailing the Ethos Team, its thinking, future agenda items for thought, the dissemination of this initiative etc etc. Kim stated all staff needed to be aware of the importance of this to encourage students in their self belief.</p>			

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	<p>The following points were made:</p> <ul style="list-style-type: none"> <li>• Research: Visits to local successful schools, Swavesey and Comberton are going to be arranged. It had also been suggested at the Student Welfare and Community meeting held earlier this week, that a visit to a private school might provide good recommendations too. Kim reported that she had contacts at Kimbolton and would make further enquiries.</li> <li>• St Ivo could promote its success stories and activities and include the information in the press, website, parent mail etc.</li> <li>• New staff – will they receive induction? Answer: all staff will be kept informed and included in our work about the Ethos.</li> </ul> <p>Teaching and learning and the importance of relaying the message to students, that they need to take every opportunity and really challenge themselves in order to achieve their potential, was acknowledged by the meeting.</p> <p>Kim detailed a brochure compiled by Carol Dweck, Ph.D entitled 'Mindset', and offered copies to the governors.</p> <p>Comments from the floor:</p> <ul style="list-style-type: none"> <li>• Success Criteria: how would this be measured? Kim stated overall increased confidence in students, higher achievement and attainment and a positive attitude to take part in areas that challenged them.</li> <li>• 'A* Learner': Although Governors indeed understood this had no connection with the examination grade A*, an enquiry was made if this name would be retained in view of the examination grading system being reviewed by the government in the future. ? Kim replied this would be reviewed.</li> <li>• Rewards: How would students be rewarded? Would this be by the merit system? Could there be merits for specific areas eg resilience? Kim replied that she is currently in discussion with Clare Sherwood regarding this.</li> </ul> <p>Sue thanked Kim for her very informative presentation and asked Kim to keep the Governing Body informed.</p>			
4	<p><b>Period 6 from September 2014</b></p> <p>Dom Fullman, Assistant Head and Head of Science attended the meeting to present Period 6 to the Governors. A very comprehensive paper detailing the above had been circulated with the agenda (attached). Dom tabled an article from the BBC News entitled, "Poor white pupils need best teachers and long days", which confirmed the school's concerns with regard to underperforming students. Dom explained that by looking at the school's examination results over the last two or three years that results needed to improve. Underachieving students can increase their grades by receiving further support especially in English and Maths and this can be achieved by the following:</p> <ul style="list-style-type: none"> <li>• Improving teaching (this is currently being targeted)</li> <li>• Increasing the curriculum time in English and maths</li> <li>• Ensuring effective intervention is available to those students who would benefit from this.</li> </ul> <p>Dom invited questions from the floor:</p> <p>Sue enquired about the gap that Ofsted recognises between Pupil Premium children and other children and is it these students that will be included in Period 6? Answer: <i>If the student is below a certain level in both English and maths then they will be a priority for Period 6.</i></p> <p>Sue stated that there had been a lengthy letter in one of the newspapers from a parent against extending the school day because of the restriction of attending clubs, sport fixtures etc. The school in question had made the extended day compulsory. Will this situation arise with St Ivo students? Dom explained that there would be flexibility in offering the compulsory period of support, this could occur as a breakfast club or lunchtime session, as part of their study plus lesson or on another day of the week. For some students their Period 6 will depend on the options that they choose.</p> <p>Sue enquired about transport and buses for the students living out of town. Dom explained that they were currently looking into the feasibility of offering a coach service but that this would be dependent on the students identified as</p>			

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	<p>requiring extra support and this wouldn't be finalised until the end of this term. A minibus or taxi would be used if there were only a few students. A letter would be forwarded to parents of the targeted students within the next week or two to explain the scheme. The Abbey College at Ramsey and Swavesey Community College both run additional buses on certain nights of the week and this is very successful.</p> <p>Jim explained that at Swavesey the school extends the school day to attend clubs eg sport and art, drama etc. The students are asked to contribute £1.00 each trip for this service, however long the journey, and this works very well. This covers approximately 40% of the total cost.</p> <p>Frank expressed his concern regarding the compulsory aspect of the extra support and that transport would definitely need to be provided to ensure the students living out of town were covered, otherwise there could be a health and safety issue.</p> <p>Charles felt this was a good idea but in the event of a family having two children and parents/carers not wishing to make two journeys to pick them up, would there be facilities, somewhere for the second child to go to within the school campus? Answer: there are several clubs in the school already, there is a homework club and the resource centre is available with seating for 150 students until 5.30pm. Staff are there too to help them.</p> <p>Judith enquired about the start date of January, 2015 and could this start in September 2014. Dom explained that if the school day is formally changed then the school has to give 3 months' notice to parents/carers. From January this will be a compulsory lesson and all students are expected to attend the same as for Periods 1 - 5. All students in the school in September will have timetables showing a Period 6, however, the majority of these will be blank for this period. The timetables of the targeted students will show details of the additional lesson to start in January 2015.</p> <p>Dom explained that this new scheme could introduce an exciting cultural aspect to the school, encouraging students to enrich and enhance their opportunities in a wide array of areas, eg English, Maths, Science, Music, Sport etc.</p> <p><b>Decision: Sue thanked Dom for his input and asked if the Governors agreed for the motion to be carried forward? All were in favour. The Governors congratulated the staff involved.</b></p>			
5	<p><b>Curriculum 2014, Summary of the Changes for September 2014</b></p> <p>Sue introduced this agenda item, a very detailed paper of which had been circulated with the agenda. Sue asked governors to pay particular attention to the paper entitled 'PSHE from September 2014'. Jim was invited (in Mark Sanderson's absence) to report the Curriculum Governors' thoughts on this at their recent meeting held on 9 June. Ingrid had talked about the different plans for implementing extra English and Maths lessons within the curriculum and the proposals to PSHE lessons. There was a genuine concern about the loss of PSHE lessons and although it was acknowledged that English and Maths needed more curriculum time, it was felt this was at the expense of PSHE and RE. Mark Sanderson, Chair of Curriculum had since met with Mark Patterson, Ingrid and Amanda Crellin (Head of PSHE).</p> <p>Sue explained that to achieve more curriculum time for English and Maths there had to be a loss somewhere. Many models had been examined and it was felt that readdressing the delivery of PSHE was the most effective method to be able to increase the extra lessons for English and Maths. PSHE has been a very valuable and informative lesson and so the school looked at many alternative ways to deliver this subject to be as meaningful and at the standard that had previously been achieved. This was led by Amanda Crellin. It has now been suggested that PSHE could link with RE and negotiations are taking place to see whether this can be managed. As the timetable is currently being compiled for 2014 - 2015, time is at a premium and the school is continuing to review how PSHE can be incorporated into RE for Years 7, 8 and 9 for future years. For the academic year 2014 – 2015, PSHE will still be timetabled as a lesson to Year 7. Year 11 will have a collapsed timetable.</p> <p>Mark explained that much discussion had taken place within SLT meetings and Ingrid had produced many models in order to ascertain the best solution.</p> <ul style="list-style-type: none"> <li>• St Ivo needed to increase English and Maths lessons in order to obtain higher achievement and thus contribute towards making St Ivo outstanding, and as detailed in Ingrid's paper, St Ivo's allocation to these subjects was below the national average.</li> </ul>			

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	<ul style="list-style-type: none"> <li>• PSHE is taught by non specialists and all other subjects in the school are taught by specialists. The rationale to change the teaching of PSHE was thought to present more feasible options available as alternative methods of delivery eg collapsed days. 50% of schools do not have discrete lessons of PSHE on their timetable but still make provision in a variety of ways.</li> <li>• The delivery of PSHE will be monitored and reviewed.</li> </ul> <p>Mark stated that Ingrid had been very committed to this task and had produced a good curriculum.</p> <p>Claire suggested that some areas within PSHE could be delivered by specific charities, eg bullying. Claire also commented that it would not be realistic for some areas to be delivered within RE.</p> <p>It was acknowledged that this had been a very difficult area to manage and Sue suggested that PSHE should appear as an agenda item in the spring term at a Full Governors' meeting in order to see the effect of the new delivery. However, at present negotiations should continue in order to ensure appropriate delivery. The Governors were asked to vote on the new arrangement.</p> <p>For: 12 Against: 1 Abstained: 1</p>			
6	<p><b>Uniform Policy Update</b></p> <p>This was presented by Martin who expressed that there was no radical change to the school uniform. There were however, more detailed explicit descriptions of certain areas of clothing eg trousers.</p> <p>The following changes had been made for the start of the academic year 2014 – 2015 for Years 7 to 11:</p> <ul style="list-style-type: none"> <li>• All trousers must be BLACK (this has been black or grey)</li> <li>• All skirts must be BLACK (this has been black or grey)</li> <li>• Plain BLACK shoes (these had been black or brown)</li> <li>• Socks – any colour if worn with trousers EXCEPT if worn with a skirt, these should be plain BLACK or GREY ankle-socks</li> <li>• Kameez: 3 shades are stipulated, black, grey or white, head dress/scarf: BLACK</li> </ul> <p>Martin referred to the school uniform worn by boys and stated it is generally very good. In order to obtain some consistency with regard to the style of trousers and skirts available for the students, Martin reported that he had sourced trousers from two retailers, Tesco's and New Look, and had obtained code numbers so that parents/carers could make purchases from these retailers knowing exactly what they were looking for. They are also varied in price to suit different budgets ranging from £5.00 to £16.99.</p> <p>All sweatshirts and polo shirts are purchased via Parentmail (organised through the school).</p> <p>The Governors acknowledged this would present difficulties in adhering to and ensuring non-deviation from the policy. There would also need to be consistency amongst staff when they questioned students about their uniform. It was felt the standard of the school uniform had declined over the last two or three years due to interpretation of clothing on the uniform policy eg black trousers, this did not state the sort of material or style.</p> <p>Jo enquired about facial piercings and whether students were asked to remove them. Martin reported that only one pair of studs or sleepers were allowed and one cygnet ring. Absolutely no facial piercings.</p> <p><b>Decision: The Governors needed to approve the changes to the uniform policy. A vote was taken and all were in agreement.</b></p>			
7	<p><b>Go4Schools 2013-2014</b></p> <p>Alan Davies, Assistant Head and teacher of ICT attended the meeting. A paper detailing the above had been</p>			

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<p>circulated with the agenda. Alan attended to answer any queries the Governors might have. He informed the governors that Go4Schools had been introduced by the school on a tiered basis:</p> <ul style="list-style-type: none"> <li>• the first year: used by departments and reporting</li> <li>• the second year: used by parents/carers</li> </ul> <p>It has been noticed that not as many parents as the school would have liked are using this new system. Alan reported that 10% of parents definitely do not access this as the school has no contact email address for them. When a student joins St Ivo their parents complete a confidential data sheet details from which are entered onto SIMS and if there is no email address they cannot be included. However, this can be overcome by the fact that their children can access their own information and pass the information on. It must be noted that all or many students think '<i>Go4Schools is brilliant</i>'.</p> <p>In September 2014 attendance and behaviour are moving across from Ivo-on-line to Go4Schools. It is hoped that this change will increase the usage by parents/carers.</p> <p>From 7 July Ivo-on-line ceases to exist and a pilot scheme for Go4Schools will be running for the rest of the term. Parents/carers not accessing Go4Schools will be informed by a posted letter. Alan explained that he had visited assemblies to inform students and staff had also been informed via the Bulletin and staff meetings.</p> <p><i>Any questions from the floor.</i> Sue enquired if the departments were using this and to what effect? Jane replied stating that it was a very useful tool and very helpful in keeping up to date with information. Data scores can be easily viewed and not just a personal subject area, but right across the board which gives the teacher a 'whole-school' view of a student's performance. Within the year teams, the Head of Year can access tutor groups and view information with rapid effect. Jane viewed this as an excellent asset to the school.</p> <p>John commented, as a Head of Department, that he constantly used it and could access under-achievement either by staff or students very easily. Also report checking was undertaken speedily and all reports could be viewed in a very short space of time compared with sampling just a few. The English department staff were also checking their own performances compared with other members of the department. John felt it was a very effective tool, and an 'open' system. John commented that setting up mark sheets was presenting a little difficulty but Alan stated that he would organise training on this for September.</p> <p>The question was raised whether NQTs would be instructed when they commenced? Alan stated that there was going to be a training session on their Induction Day on Friday, 4 July and this included attendance, behaviour, Go4Schools etc. In September there would also be an opportunity for further training.</p> <p>Charles stated that he thought the system was very good. Could the school determine how often parents/carers were accessing the system? Alan replied that this query had been put to the company last week but due to the fact that the school was so large and students were involved in many subject areas the extent of the data would be enormous. The decision had therefore been taken by Go4Schools not to have this facility</p> <p>Charles enquired if attainment was added and was there scope for Go4Schools to translate into different languages? Alan reported that staff add attainment once a term and that translation of languages was not available at present.</p> <p><b>ACTION: Alan to explore the possibility of translation of languages.</b></p> <p>Stuart commented that the system sounded very good but that looking at the surveys conducted in June within the school staff, that Heads of Department were not as confident using this system as their staff. Alan reported that there had been a slight increase recently to this. If Heads of Department had any problems regarding the usage of mark sheets, then Christine Bradshaw, the data administrator, is available to assist them. The outcome of this survey also reveals those Heads of Department that require further INSET.</p> <p>Jo also commented how good the system seemed for staff and wondered what other facilities it could offer? Jo suggested that as a parent it would be very beneficial to have an overall tutor's report on children, particularly as the school was now promoting its ethos and the children understanding the importance of self-belief etc. Alan reported that he thought this would be possible and that tutors could enter a report once a term. Reporting schedules differ for each year group throughout the year.</p>			

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	<p>Martin suggested that the reports should not be a summary of the student's subjects but an overall personal report.</p> <p><b>ACTION:</b></p> <p><b>a Alan to investigate the above possibility regarding tutors' reports for each of their tutees and a mark sheet comment.</b></p> <p><b>b SLT to discuss the possibility of introducing tutor comments in Go4Schools.</b></p>			
<b>8</b>	<p><b>Ofsted Inspection Report</b></p> <p>Mark explained that the key issues of concern have been extracted from the report and discussions have taken place at SLT meetings to determine how they can be taken forward. Some SLT members will be delegated a responsibility to tackle the key areas of concern from September. For example:</p> <ul style="list-style-type: none"> <li>• Martin is to undertake the area regarding pupil premium as this comes under the heading of 'intervention' that Martin is responsible for. Ofsted comments were, '<i>The gap between the standards achieved by students eligible for the pupil premium funding and other students is too wide</i>'. St Ivo's gap is above the national average. However, Ofsted also commented that there was '<i>Much better use of pupil premium funding this year</i>'.</li> <li>• <i>Homework:</i> Clare Sherwood, (temporary Assistant Head and Head of Year) will undertake this and will look at the policy and practice.</li> <li>• <i>Marking:</i> The school is confident about marking and a new marking policy has recently been devised, prior to the Ofsted inspection. They commented favourably about feedback from the teaching staff to the students but it was variable. Mike Craig (Assistant Head) is looking at reducing the variability.</li> </ul> <p>SLT is in the process of drafting an Action Plan to look at all the key issues and once finalised this will be issued to all staff.</p> <p>Frank enquired when the Action Plan will be presented to the governors. Mark explained that this will be presented at the next Full Governors' meeting in September and that there were two methods to undertake this either by compiling a :</p> <p>a Post Ofsted Action Plan or b Using the SIP and entering another column with the heading <i>Ofsted Key Action Plan</i>.</p>			
<b>9</b>	<p><b>Budget 2014 – 2015 for Approval</b></p> <p>Sue reminded Governors that the Full Governing Body's approval was required to agree the 2014-2015 budget. Chris (in Philip's absence) enquired if there were any queries and informed the meeting that Tracy had presented this to the Finance Committee earlier in June. This had been discussed in detail and the recommendation made there for this to be presented to the Full Governing Body for their approval.</p> <p><b>APPROVAL: Sue asked for governors' approval and this was unanimous.</b></p>			
<b>10</b>	<p><b>Annual Child Protection Monitoring Report to Governors 2013 – 2014 and Child Protection Policy</b></p> <p>Both the above documents needed approval from the Governing Body at this meeting.</p> <p>Maria Sloan, Inclusion Manager at St Ivo attended the meeting to deliver this agenda item. The monitoring report is an annual report that has to be submitted to the Education Child Protection Service at Cambridgeshire County Council. Maria reported that Mark, Sue, Simon and herself had met recently to audit this. Maria brought to the attention of the Governors, one change to the report that includes a section referring to a new document entitled, '<i>Keeping Children Safe in Education</i>' date April 2014, which should be circulated to ALL staff and placed on the school information system under Projects. This document must be accessible for everyone to refer to.</p>			

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	<p>Maria also stated that at a recent training event it was stated that all the documents that are received from Education Child Protection Service must be circulated to all staff. A signed sheet should be obtained stating that they have seen and read the information and then the staff names noted in the Single Central Record. Maria is discussing this with Anthony to see the best possible method to adopt to ensure this is undertaken.</p> <p>Questions from the floor:  Sue reported that when Mark and herself had attended the audit meeting with Maria and Simon that they were very impressed with the Child Protection area within the school and the duty of care shown from the department. Simon Crisp is retiring at the end of this school year and an interview is being held on Thursday, 26 June to hopefully appoint his successor. This will be a temporary Assistant Head post for one year only in the first instance.</p> <p>Frank: The Child Protection Policy is issued to new staff in September, do they receive an induction pack which includes all the Safeguarding information and the declaration form to sign that they have seen the documents?  Answer: Maria stated that it is policy in school for all new staff to receive child protection training on entry to the school. They are also informed as to whom the child protection contacts are within the school. Details are available on all staffroom notice boards.</p> <p>Duncan: As St Ivo is now an academy does it still subscribe to the County Child Protection Service? Maria replied that the school has retained this since becoming an academy and follows all the guidelines.</p> <p><b>Decision: Sue asked for approval from the Governors for:</b></p> <ul style="list-style-type: none"> <li>• <b>Annual Child Protection Monitoring Report to Governors 2013-2014: All agreed.</b></li> <li>• <b>Child Protection Policy: All agreed.</b></li> </ul> <p>Mark expressed the very good work that Maria and her team do. He stated that this was a very good strength in the school and also 'The Bridge'. Ofsted had described it in their report as a, 'Shining Light'.</p> <p>Thanks were given to Maria.</p>			
11	<p><b>Link Governors – Report on Link Department Visits</b>  Several reports had been issued with the agenda. Sue commented that this had been a very useful process and enabled the governors to experience first hand the day to day running of a department and to view the teaching and learning available.</p> <p>Sue explained that the records will be available for SLT and any points of action or concerns will be taken into consideration. Mark also expressed the benefits of these visits and that it was very advantageous for both governors and Heads of Department to meet for a discussion.</p> <p>Claire enquired how often would these be undertaken and Sue stated the reports would occur on an annual basis but that the links could carry on throughout the year with governors visiting the departments at various scheduled events of interest eg Careers World of Work, History events etc.</p>			
12	<p><b>Reports from Committee Chairs</b>  <b>PERSONNEL:</b>  Frank reported that there last meeting had been held on 19 May.</p> <ul style="list-style-type: none"> <li>• The Staff Welfare Group would now be known as the Staff Wellbeing Group. A questionnaire had recently been issued to all members of staff at the school and an analysis and report will be available at the next meeting in the Autumn term.</li> <li>• A list of leaving staff had been circulated.</li> </ul>			

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	<ul style="list-style-type: none"> <li>Reviewed policies in particular relating to the Recruitment Selection procedure policy as well as work in hand.</li> <li>Pay policy will be reviewed and this will need to come to Full Governors and there will be some discussion about the protected salary of staff. When St Ivo became an academy there was a 3 year pay protection plan built in and an undertaking that there would not be any alteration to the terms and conditions of employment.</li> <li>Also need to decide a policy on paternity leave.</li> </ul> <p><b>CURRICULUM:</b> In Mark Sanderson's absence (Chair) Jim stated that the main area under discussion, Changes to Curriculum, was an agenda item at this meeting.</p> <p><b>FINANCE:</b> In Philip's absence Sue reported that the main point of discussion was</p> <ul style="list-style-type: none"> <li>the budget and</li> <li>the cost implications of delivering the curriculum.</li> </ul> <p><b>PREMISES:</b> Sue reported that</p> <ul style="list-style-type: none"> <li>discussion had taken place regarding replacement windows and any problems that might occur.</li> <li>Availability of space for delivery of the new curriculum changes.</li> <li>A refund is expected to be received regarding the boiler.</li> <li>Cleaning: Tracy reported that it had been decided to continue in September 2014 with a one year contract with the external contractor. Governors stated the school was very clean and congratulated Tracy and her team. If the current number of cleaning staff employed by the school decreased then it was felt beneficial to have a periodical deep-clean.</li> </ul> <p>Mark commented that there was still a problem with litter. He stated that having had a conversation with Stuart Nunn, teacher in charge of Eco-Ivo along with Barbara Morey that they were keen to involve Eco-Ivo on this. It is hoped that the litter situation will be improved.</p>			
13	<p><b>Headteacher's Report to the Governing Body (School Improvement Plan – SIP)</b> The School Improvement Plan (SIP) had been circulated with the agenda. Mark thanked SLT colleagues for their input. Mark went through each priority:</p> <p><b>Priority 1. 1b:</b> 5*A – C grades including English and Maths. The school had entered all the students in the Year 11 cohort for their English GCSE exam in the November exam session. The result was 64% (56% in 2013) an increase, but it had hoped this figure would be a little higher. Comment was made that if students who obtained a D in November could obtain a C in the summer examinations then the percentage would increase. Mark stated that Ofsted will probably return again in the 2015-2016 academic year when the current Year 10 are sitting their GCSE exams in Year 11.</p> <p><b>Priority 2:</b> Behaviour: Stuart enquired about the behaviour in the school. Mark reported that Clare Sherwood and David Varey, Assistant Headteachers, had conducted a survey with a sample of students and the outcome seemed positive. The report from the Ofsted Inspection commented that both behaviour and safety are good. It was suggested that with the new Year 7 cohort, the aspect of behaviour could be accentuated here at this level and encouraged to continue throughout their school attendance.</p> <p><b>Priority 3:</b> 3.c.1 Mark reported that it was hoped the new Performing Arts Block appeal would be successful.</p> <p><b>Priority 4:</b> 4.1 Kim is leading on this initiative and had presented her thoughts to this meeting. It was an exciting venture and one which it is thought could transform the mindsets of the students. Comment was made that reports could be made to parents/carers.</p> <p><b>ACTION: To keep the Governors informed of the progress of the Ethos initiative.</b></p>			



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14	<p><b>AOB</b>  <b>Parent/Carer Association</b>  A paper had been distributed with the agenda compiled by Claire, Jo and Charles. Claire explained that this had been taken to the Student Welfare and Community Committee on Monday, 23 June and that suggestions had been made as to the way forward. Dom Fullman has been assigned to lead '<i>Parental Engagement</i>' within the SLT responsibilities and it was suggested that contact be made to discuss with him the possibility of using the Parent Information Evenings that he is planning as a platform to launch the Parent Association. It is envisaged that a meeting will be held prior to the October half term. It is hoped to set up the Parent Association by year group and initially it is seen as a social aspect for parents to meet. An email address could be set up for those parents not able to attend the Parent Information Evenings but who also wanted more information regarding the Association.</p> <p>Sue thanked those involved for their work on this.</p> <p><b>Finance</b>  Sue explained that the Premises and Finance Committees had recently discussed the implications of the new curriculum changes and the fact that there would be a need to find increased accommodation. It was therefore agreed to provide mobiles and the Finance Committee committed funding for the purchase of two mobiles. Tracy and the site team have worked hard to find the best possible costs and Trish and Pat went to Hull recently to view some mobiles. The cost will not exceed £102,000 and the company, Excel Modular have guaranteed that the refurbished mobiles will be installed within 8 weeks. They could start the work in the school holidays.</p> <p><b>Decision: Approval was needed by the Governing Body to purchase these mobiles. All Governors were in favour.</b></p> <p><b>End of term Assemblies</b>  Full details would be circulated shortly by Jane regarding final assembly dates. These were 14,15, 16 and 21 July. The final end of term assembly will be held on Tuesday, 22 July in the sports hall at One Leisure Centre. Lunch will be available on the 22 July at 12 noon when the Chairs of the Rotary and Inner Wheel organisations are invited to attend. Sue, Judith, Jo, Claire, Stuart and Charles would like to attend.</p> <p>All Governors are most welcome at any of the assemblies.</p> <p><b>Evening of Music</b>  This was again an excellent evening's entertainment. Sue is the link governor to Music and informed governors that Nell and herself are going to organise a '<i>100 choir challenge</i>'. It is hoped to enlist 100 students who like singing and to eventually perform at a specifically organised event in the Burgess Hall and at events around the local area.</p> <p><b>Football</b>  <i>U12 Girls Football:</i> the girls beat Telford Community School in the semi-final 4-0. The date for the final and the venue have yet to be decided, but this will be before the end of the school term. It is hoped to run a coach from the school.</p> <p><b>Year 12 Induction</b>  Ingrid reported that a new entry criteria had been implemented for admission to Year 12. Discussions had been held in the autumn and spring term regarding a tiered system. The school therefore anticipated that there would be some queries from parents/carers at the start of the autumn term, 2014 regarding students' entry levels and the possibility that they might not be able to pursue the subjects they had opted for. SLT had discussed the possibility of forming an Appeals Panel, being an independent body, to hear the parents' appeals and any decision made at this hearing to be final. The panel to comprise the Head and one Governor. The following queries were raised by the Governors:</p> <ul style="list-style-type: none"> <li>• Is there any discussion with the Head of Department regarding entry level? <i>Ingrid replied, the Heads of Department's recommendations are always considered.</i></li> <li>• How many students would be involved? <i>Ingrid replied approximately five or six students.</i></li> </ul> <p><b>APPROVAL: The Governors were in agreement.</b></p>			

	Main points discussed	Decisions taken and Action	When	By whom
	<p><b>ACTION: Sue recommended that Jane forward an email to all governors as soon as possible asking for their availability at the start of the new term, Friday 5 September and weeks commencing 8 and 15 September, 2014.</b></p> <p><b>Premises Finance Approval</b>  Tracy explained that as part of the windows project, there are some proposals of work to complete. The Strategy Group has virtually approved the appointment of:</p> <ul style="list-style-type: none"> <li>a P Woods for the windows replacement. Purchase order to be raised for £578,307 ( This includes all preliminaries and contingency)</li> <li>b Mouchel for the project management, design and CDM for £87,839</li> <li>c Asbestos removal – a County approved supplier £40,720</li> </ul> <p>The above points need to be ratified at this meeting.</p> <p><b>Decision: All Governors were in favour.</b></p>			
	The meeting ended at 4.45pm	Date of next meeting: TBC		