

Minutes

| | | | |
|---------------|--|------------------|-----------------|
| Title: | Bosworth Academy Governors Meeting – People and Stakeholders | | |
| Date: | Thursday 25th February 2021 | Time: | 5.30pm |
| Chair: | Rosalind Goldson | Location: | Via Google meet |
| Clerk: | Carly Harper | | |

In Attendance

| Name | Present /Apologies | Name | Present / Apologies | Name | Present /Apologies |
|-------------------|--------------------|----------------------|---------------------|------------------|--------------------|
| Rosalind Goldson | ✓ | Carly Harper - Clerk | ✓ | Balbir Singh Ram | Apologies |
| Kate Grocock | ✓ | Ben White | ✓ | | |
| Michael Winterton | ✓ | Emma Brown | ✓ | | |
| Colin Crane | non attendance | Geoff Hurst | n/a | | |
| Rakesh Kanabar | ✓ | Andy Smith | Apologies | Carly Harper | Minutes |

NOTES

| # | Agenda Item | Actions (who/when) |
|-----------|---|--|
| 1. | Welcome, Introductions and Apologies | |
| | 1.1 Chair welcomed everyone to the meeting. 1.2 Apologies received from Balbir Singh Ram & Andy Smith. Colin Crane & Geoff Hurst were not in attendance. | |
| 2. | Declarations of Interest | |
| | 2.1 No declarations of interest were declared against the agenda items | |
| 3. | Matters arising and confirmation of minutes from 29th October 2020 | |
| | 3.1 <ul style="list-style-type: none"> RG/KG to meet regarding remit - open item. CC transport action - open item. | <ul style="list-style-type: none"> Transport Proposal to be taken for approval to FGBM. |

| | | |
|-----------|--|---|
| | <p>Governors discussed the transport issues related to Covid and refunds. Ben White, Deputy Head of School confirmed the situation and the calculations for refunds. The partnership agreement proposal will be taken for approval at the Full Governing Body meeting.</p> <p>It was agreed that the minutes are an accurate record and we can add to them to the website.</p> | <ul style="list-style-type: none"> • Clerk to add the previous minutes to the website. |
| 4. | <p>Items for AOB</p> <ul style="list-style-type: none"> • Geoff Hurst overview of finance • Carly Harper support of a staff members - governor's panel | |
| | <p>4.1 GHU has given apologies for tonight's meeting.</p> | <ul style="list-style-type: none"> • FAI |
| 5. | <p>Home to School Transport – review and ratification of updated document</p> | |
| | <p>5.1 The Chair asked Ben to confirm the Home to School Transport agreement. Ben confirmed that there is a 1 year commitment which has been raised as an issue. It has been confirmed that Bosworth has the support of a dedicated Finance Administrator, the collection of outstanding monies owed. Ben confirmed that there was a section that was added to support parents and the school should there be a further school closure. The school is dealing with parental issues on a case by case basis. Governors confirmed that they feel that this is a clear document and states expectations for all parties. It has always been the schools aim for transport to remain affordable for parents - Bosworth would like to outsource the transport due to the size of the operation from next academic year.</p> | |
| 6. | <p>Overview of systems in place for students to include:</p> <ul style="list-style-type: none"> • Numbers of students on site • On site learning • Summary of e learning • Engagement of students and effect on learning • Successes, problems and any issues • Fourth Way Awards | |
| | <p>6.1 Numbers of students currently on site: Ben confirmed that there are 35 to 55 students currently on site and explained the fluctuation in numbers, he confirmed that engagement of students is high at around 95/96% with on site provision working well to support students needs and any issues are being dealt with effectively by working with students and their parents. All pastoral staff have stepped up amazingly. Equally attendance is high across all year groups. Ben gave feedback on the Head of Maths learning walks. Ben feels that the transition back into school</p> | |

| | | |
|-----------|---|--|
| | <p>will be a success due to the high engagement. This has been supported by following a normal timetable with provision that has continued to be broad and balanced. There have been some issues with behaviours and the policy was updated to deal with poor behaviour effectively. Ben confirmed details about inappropriate behaviour and some external people accessing lessons without permission which is now being investigated by the police cyber team. Ben confirms that the school has developed its technical skills to respond quickly to support students in its care. CF: Emma confirmed that the governors are aware of the high quality provision that is being provided along with staff training particularly the quality of lessons. She feels that the learning loss will be mitigated and would like to pass on a massive well done to all staff at Bosworth Academy. The Chair echoed this - particularly being able to keep to the schedule is highly commendable and also sharing good practice. CF: Kate confirmed that the rewards have gone over well with students.</p> <p>6.2 Forthway Award: The Chair confirmed the organisation for the awards including trophies. Governors will be able to be part of the decision making for the awards for students. Mike suggested that this year's awards should be based on the beautiful work gallery. It might be good for this one off year to change the award name to 'governors beautiful work award'. Kate suggested the requirements for the selection by governors.</p> | |
| 7. | <p>Overview of the situation of staff to include:</p> <ul style="list-style-type: none"> ● CPD, sabbaticals ● Work/life balance | |
| | <p>7.1 Wellbeing/Work Life Balance: Ben confirmed information regarding our professional development yearly cycle including that the calendared meetings for this academic year have continued to take place. He gave feedback about his experience. Ben confirmed the types of technologies that staff have utilised and the skills they have developed for online learning to make lessons more exciting. Staff are fully engaged with CPD. They have CPD opportunities every two weeks along with approximately 4 hours of professional time for teams to discuss curriculum areas and required developments. Ben has met with colleagues in the teams he coaches to discuss the curriculum mapping.</p> | |
| 8. | <p>Wellbeing of staff and students – to include wellbeing hour</p> | |
| | <p>8.1 Ben confirmed that staff, students and parents raised concerns around work life balance particularly related to lessons and screen time. Ben confirmed that teachers and support staff have activity supported a wellbeing hour without screen time. Ben said that the response from</p> | |

| | | |
|----|---|--|
| | <p>staff and students has been positive. It was the communication with and from parents that has helped us to develop this. Ben said that coaching in teams has continued.</p> <p>8.2 Ben said that we are working with all staff to support a successful return of children to the classroom. The plan is similar to what we did to return after the first lockdown.</p> <p>8.3 Some staff and students may be dealing with personal loss on their return and the school will be working with staff and students to support them.</p> <p>8.4 Q: The governors raised a question around supporting mental health of staff including the mood of staff? Mike confirmed that staff are coping with issues effectively. It is felt that everything that is being done by the Academy is designed to support the effective running and better flow of online learning including extra meeting time. He is looking forward to being back in the classroom. He has felt supported by having a choice of where to work/present online learning which has been important. He also feels that it brings enthusiasm for learning is important so that the students get that great experience. Ben confirmed that the connections being made with students connects them to our/their community more. Ben feels that this will help to support a successful return for staff and students. The pastoral teams will be working with students and their parents of those who are not engaged. CF: The Chair said that mixing and community is important. The governors are very impressed. Ben confirmed that Bosworth has a wellbeing mentor.</p> | |
| 9. | <p>Alternative strategies for reopening to include:</p> <ul style="list-style-type: none"> ● Management of lateral flow tests ● Re-engaging the disaffected or anxious | |
| | <p>9.1 Q: Kate asked how the transition period for students and staff will be managed from online learning back to the classroom? Ben confirmed how the school will be completing the transition back into school including lateral flow testing and following government guidelines. 9.2 Q: Mike asked if the timetable would remain the same particularly the first tutor time slot? Ben confirmed it will be the same as the autumn term 8.25 until 9am. Mike confirmed that he feels tutor time works well at this time. Ben confirmed that all Lateral Flow tests will be completed by Friday 19th March and all students will be having face to face lessons by 12th March.</p> <p>9.3 Q: Rosalind who is being tested? Ben confirmed the process for staffing the Lateral Flow testing.</p> <p>9.4 Q: Kate asked how many students/parents have engaged with the Lateral Flow testing consent? Ben confirmed that currently 55 to 60% have already consented which is around 1000 so</p> | |

| | | |
|------------|--|--|
| | <p>far from 1650 students. Ben said that we have contingency plans in place to ensure that parents who have not yet consented are contacted.</p> <p>9.5 Q: Rosalind asked whether home testing will be taking place for staff and students? Ben confirmed that this is correct and confirmed information about the cost/government changes. CF: The Chair confirmed how well the Lateral Flow testing was well organised.</p> <p>9.6 Q: Mike asked for confirmation if there would be a mop up for students who have missed their opportunity for testing? Ben confirmed information contained in the letter sent to parents. CF/Q: The Chair asked for confirmation that the systems are in place to support students who are anxious? Ben that he has confidence in the pastoral teams and how they support students/parents. He is particularly confident that we have the tools, resources and people to support families. He said that we have time to spot gaps and put interventions in place during the summer term.</p> | |
| 10. | Community engagement | |
| | 10.1 FAI | <ul style="list-style-type: none"> Chair to be added to the next meeting |
| 11. | Policies for ratification | |
| | 11.1 Three policies to be taken to | <ul style="list-style-type: none"> Chair to take to FGBM for approval/ratification Issues were shared about documents in shared drive. Clerk to look at permissions for the google drive /governors@ email address |
| 12. | Agenda items for future meetings <ul style="list-style-type: none"> Risk register Committee remit Safeguarding Governor visits Student attendance – item 6 Parental Involvement The Fourth Way | |
| | 12.1 The Chair asked for governors to consider remits and committee structures for the next meeting and make any recommendations for changes. | <ul style="list-style-type: none"> Chair to add items to the risk register |

| | | |
|------------------------------------|--|---|
| | <p>12.2 The Chair asked if there were any items to add to the Risk Register for People and Stakeholders committee? It was suggested:</p> <ul style="list-style-type: none"> • Post 16 numbers, • Return to lockdown, • Teacher/Leadership/staff burnout, • Risk of Year 10 performance in 2022 for results, • Preparedness of Year 12 students in September (Mocks/Exams, COVID and motivation), • Cohorts being ready for the next stage of their learning <p>12.3 Governors discussed safeguarding. Ben confirmed that all day-to-day safeguarding concerns are actioned effectively by the school. CF: Mike confirmed that the school has robust policy in place to deal with concerns and these have been updated in the current climate.</p> <p>12.4 The Chair asked for confirmation of Governor visits that have taken place. The Chair gave feedback on the visit she had completed re coaching - she was very impressed. It was confirmed that there was a further visit planned by Colin regarding the Risk Mitigation Plan (RMP). Ben suggested that Governor visits would be welcomed after Easter during the second half of the summer term. The Chair confirmed that she would like to meet with a wellbeing tutor during the Summer term.</p> | <ul style="list-style-type: none"> • Governors to arrange appropriate visits |
| 13. | AOB | |
| | <p>13.1 Arrangements for bus travel costs were discussed.</p> <p>13.2 The Clerk requested the support of three 3 governors who are not staff members for a panel meeting on either 18/3/2021 at 10.30am or 24/3/2021 at 9.00am to support this process.</p> | <ul style="list-style-type: none"> • FAI - Lettings & Costs • Clerk to circulate the information re panel - available governors to reply via email to Clerk |
| 14. | Impact statement | |
| | <p>14.1</p> <ul style="list-style-type: none"> • Reassured the systems in place for Staff and Students to support • Understanding of the LFDT - procedures and explanation of process - happy • Home school transport document agreed and approved | |
| | <p>Next meeting Thursday 6th May 2021 5.30pm</p> <p>FGM Thursday 4th</p> | |
| MINUTES AGREED & SIGNED | | |
| Chair: | | Date: |

Signed: