

Minutes

Title:	Bosworth Academy Full Governors Meeting				
Date	8th July 2021	Location/Time:	Via Google Meet - 6pm		
Chair:	Emma Hollis-Brown	Clerk:	Rachel Richardson		

Governors

Name	Present /Apologies	Name	Present / Apologies	Name	Present /Apologies
Simon Brown (HOS or SBN)	Present	Emma Hollis-Brown (EHB / COG)	Present	Colin Crane (CCR)	Present
Rosalind Goldson (RGO)	Present	Kate Groocock (KGR)	Present	Rakesh Kanabar (RKA)	Present
Liz Mills (LMI)	Present	Balbir Singh Ram (BRA)	Present	Mike Winterton (MWI)	Present

In Attendance

Name	Present /Apologies	Name	Present / Apologies	Name	Present /Apologies
Rachel Richardson (RRI/Clerk)	Present	Sadia Makhani	Present		

NOTES

#	Agenda Item	Actions	Who	Date
1	Welcome, Attendance, Apologies, Governors recruitment and shadowing			
1.1	<p>Meeting commenced at 6pm.</p> <p>Chair welcomed everyone to the meeting.</p> <p>As part of the recruitment drive Sadia Makhani has joined the meeting with a view to becoming a part of the governing body. She introduced herself - daughter started Bosworth last September. She is a Clinical Haematologist</p> <p>Rakesh has spoken to Emma about his desire to leave the governing body but he confirmed he will consider a sabbatical</p> <p>All governors introduced themselves to Sadia</p> <p>Clerk informed the Chair that BRA needs to leave the meeting at 7.15 and MWI needs to leave at 7pm</p>			

2	Declarations of business Interests			
2.1	EHO declared her interest in Governor training No other declarations of interest			
3.	Minutes from previous meeting/accuracy and action points update			
3.1	Hazel Cole had raised the issue on the minutes referring to governor recruitment Emma explained that Hazel has asked for the minutes changed in point 9 'Do LGBs need to continue if Directors are not taking recruitment seriously' Emma and Governors discussed this and agreed for Emma to amend the minutes CCR said he would be happy to raise governor recruitment with the Directors – Chair said she would be happy for him to do this as a member			
3.2	Action points document had been updated by the clerk All action points were discussed and amended Action point 3	Emma to write impact assessment for the end of the year	EHB	asap
3.3	HOS informed the governors that Liam Grest has been appointed as Community Governor	2 nd meeting agenda item for Community engagement	Nov 21	EHB/Clerk
3.4	CCR said that Engagement with students in the village is good			
3.5	Clerking has been discussed			
3.6	Update on Geoff Hurst – he has agreed to take a sabbatical and he intends to resume his Governor role from September 21 EHB asked if Bali wishes to continue as Finance governor or does he wish to pass it back to Geoff. Bally said he is happy to shadow Geoff in his finance role	Ask GHU if he will continue as Finance governors and that Bally will shadow him	EHB	
3.7	EHB asked if governors accepted the minutes as a true representation of the meeting held with the exception of the amendment to the governor recruitment section – these will then be issued on the website	Amend the minutes in section 9 Publish to the website when amended	EHB Clerk	
4.	Head teachers report			
4.1	Update on CAG and outcomes for pupils HOS confirmed that he has a virtual centre review tomorrow they have been very vague about what they wish to discuss. To prepare for this he has met with the team leaders of the sample that was sent in. Our term dates are not taken into consideration. Governor who is a leader in another school said their school centre policy states 'they are not available after the 8 th ' governors recognise that CAGs are currently confidential and they will be discussed in a meeting in the new academic year Parent governor has done a motoring visit on TAGs. This was to be discussed in May meeting but the meeting was cancelled. The process was reviewed with			

	Kathleen Baxter and the governor visit report has been shared with governors prior to the meeting and is available in the shared drive. Governor confirmed she was very impressed with the fairness and minimising of bias Thanks to KGR for this information			
4.2	Staffing matters Well-being tutor this year was through Catch up funding – we have kept this post temporary for one more year Appointed as a Key Stage HOY one for KS3 and one for KS4			
4.3	Safeguarding – students being out of school for such a long time has brought to the fore about difficult family circumstances – Pastoral team been really good at working with these families Big focus for next academic year is confidence in teaching of sexual health and relationships and equipping all staff with appropriate skills Through restructuring of SLT we have a new DSL – Nikki Whittaker. We have had a safeguarding review recently – we were highlighted as exceptionally strong Exclusions – seem problematic but it is as a result of lockdown and reintroducing social skills with students A Governor questioned if any of the exclusions were of racist or homophobic behaviour– HOS confirmed that there had been an incident of racist behaviour by 3 students against a member of staff and one has been permanently excluded and one who had fixed term then became a managed move because of a repeat offence He confirmed these have been recorded as racist incidents on the exclusion log A Governor challenged if assemblies have been given on this issue – HOS confirmed that there have been and staff will be given training on PCD days	Simon to share safeguarding report when he gets it	SBN	
4.4	Attendance has been challenging with self-isolation – year 7 and 8 have been taught in bubbles and if any cases they were all sent home in that class Once incident in a higher year group have been because of a party held this then turned into more and more cases and we had to send home the whole year group. Sad as this was year 11 and they didn't then get the experience of the end of term we had planned Number of cases again after half term. More staff affected but not due to anything in school – this is usually children. This half term has been incredibly challenging for lessons being taught remotely but still needing staff to sit in the classroom			

	<p>This week some parents have been reluctant to send in their children due to not feeling comfortable about their children being in school – despite this attendance remains above 90%</p> <p>LFD testing is high with staff and students</p> <p>Chair asked for all governors to look at the latest risk management document in the drive. A Governor raised that the document appeared locked</p> <p>Lots of rewards being given out to students and this will go in the newsletter</p> <p>Behaviour in classrooms has been good – students are happy to be in lessons and no issues with mask wearing – Staff governors both agreed that this is the case</p> <p>A Governor challenged the Head of School on the low level behaviour in year 9 and what strategies had been used – HOS confirmed it is the age group and strategies used were, all assigned a mentor – put into 2 separate groups to compete with each other for rewards</p> <p>Governors thanked the leaders of the school for all their work on this trying time and how they have dealt with these incidents</p> <p>Cover has been a big issue with staff isolating and the spend for supply has been high</p> <p>HOS confirmed he will collect measures to do some comparisons for governors about the effects of covid</p>	<p>Governors to check they have read the RMP in the shared drive</p> <p>Unlock documents in the drive RMP/</p>	<p>ALL</p> <p>Clerk</p>	
4.5	<p>OP continues to be a marvellous resource for SEND students</p> <p>We have had small groups of new year 7 students come in for a small transition and we were mindful of them not mixing with other year groups</p> <p>Summer school will go ahead for one week in the summer holidays for year 76 identified students. Lots of staff volunteered to do this</p> <p>All staffing issues in the report have now been resolved</p> <p>Governor asked about the recruitment of recreation assistant – current manager has retired so we will not need the same level of role a lot of weekend work with 3G pitch and swimming pool lettings</p> <p>3G pitch should be ready October</p> <p>Governor asked if it is possible to be an apprentice position – HOS agreed yes it could be and will be looked at all possibilities Chair requested an agenda item and someone to speak</p> <p>Chair invited questions for HOS – none were raised</p> <p>She thanked Simon for his detailed report on what has been an incredibly difficult year</p>			

4.6	<p>Covid RA and current protocols- plans for September 2021</p> <p>Letter has been sent to all staff and parents today about details for the start of next academic ear – there has not been too much information as this may changes as it has previously</p> <p>Changes will be that students will be tested x 2 before they come back to school</p> <p>Staggered start to the term 7/13 will be first</p> <p>Test centre will be set up again for around 6/7 days</p> <p>A Governor questioned testing year 7 as they will not have done this before – we can manage this well which was proven at the start of the current academic year</p> <p>Other measures - sanitising will remain in classes, not on bus park as we do now.</p> <p>We will not require face coverings, but will need an outbreak response</p> <p>We will continue with separate lunches and break and this has worked really well this year</p> <p>NHS will take over the track and trace of positive case so this will be better for us</p> <p>Year 13 have 4 months to get vaccinated so they do not have to isolate</p> <p>Simon invited questions from governors</p> <p>Parent governor asked if vaccination information for students has been received – he confirmed there was nothing</p> <p>Chair thanked Simon for his detailed report</p>			
4.7	<p>Catch up and Pupil Premium funding deployment</p> <p>Documents in the shared drive prior to the meeting</p> <p>Catch up funding expenditure was explained by the HOS</p> <p>We have always had tutors in Maths English and Science and we know it makes a difference so we bought in more capacity in Maths, English and also a Humanities and a Wellbeing tutor. This years funding has been spent on a well-being tutor and a maths tutor – do these figures include ‘on’ costs this was confirmed</p> <p>More information was requested about how the tutors were used i.e. number of students accessing the information</p> <p>RGO confirmed she had done a governor visit on tutoring and the work they were doing was phenomenal</p> <p><u>Pupil premium</u></p> <p>Vast proportion of budget goes on quality first teaching</p> <p>Additional ways in which it is spent is GL Assessment for year 7/8 have done</p> <p>This helps us as year 6 don't do SATs – parents are on board with how and what we are testing – gives us detailed information to support students. Parent governor confirmed he had received this and it was comprehensive but will sit with his children and go through it</p>	Information from Mr Clariocates		

	<p>A governor challenged the figures on the PP document</p> <p>Remaining budget concerning as this is high at the end of the school year – HOS confirmed</p> <p>Should we have a carry over as it is for students eligible this year not next. HOS confirmed it is for students that will be with us next year</p> <p>HOS confirmed it is not a carry-over</p> <p>Governor – uncomfortable that names have been shared with governors on the document – can these be removed</p>	<p>Evaluation of PP agenda item in next meeting November</p> <p>Names to be removed from the document</p>	SBN/JMA	
5.	Feedback from Strategic Planning Day and latest iteration of strategic wheel			
5.1	<p>HOS school talked governors through the spoke priorities of the Strategic Wheel</p> <p>Chair said we could have attached governors for experience (T&L, Support, closing gaps and inclusion equity and community. Suggestion is as there are 8 governors if staff are removed so they could pair up to take responsibility of a spoke which would influence the agenda. We will still need SEND, Safeguarding governors</p> <p>It was discussed where governors would slot into the spokes</p> <p>Chair asked staff governors of they wanted to be part of the SPD responsibilities – Liz confirmed they would</p> <p>She asked if governors are happy for Emma to allocate the governors to the spokes</p> <p>This was agreed by governors and the head of school</p> <p>We will invite Senior leaders to meetings</p>	<p>Discuss/arrange governors responsibility for the spokes</p>	Emma Simon	
5.2	Governors visit template will be updated to work in the new format	Emma to amend spoke		
6.	Governor recruitment and training			
6.1	Finalising a programme of sessions made with the mat for all governors in the mat 7 workshops across the year – can continue to access GDS training			
6.2	<p>Recruitment</p> <p>Hazel has confirmed to Emma that we should be recruiting governors and that the Clerk is responsible for this – Emma said she feel this is a mat job</p> <p>She feels what we should explore other avenues for governor recruitment other than parents but there is a cost with this – needs to be explored centrally</p> <p>Chair continues to seek a response from the trust with regards to the clarification of roles and responsibilities and budget available</p> <p>We are hoping that Sadia will join us and we need to think about succession planning, and a skills audit</p>	<p>Emma to have conversation with Chris Tweedale</p> <p>Report back on what he says</p>		

	CCR asked what figure chair thought the budget should be – this is unknown. It was agreed by all that this is a central MAT role. She urged CCR to raise this with the MAT Directors Suggestion we write to new parents to ask for contribution to governing body We mustn't overlook that we need a wider skill set than parent governors	CCR to raise with MAT Directors		
7.	Updates from link governors			
7.1	Learning and Teaching			
7.2	People and Stakeholders			
7.3	SEND Reported that visited well-being coach, also a housekeeping visit to SENCO – looked at record keeping system and talked to LSA – reassured that all is well Check EHCP reviews at next visit – confirmed this had been done	Next tie visit report written		
7.4	Safeguarding No notice visits done for central single record – all good some support staff records missing but not in contact with students Behaviour is good for students at change over in lessons Buses observed on their journey home and all students were calm, well behaved and wearing masks. Good level of compliance with risk register observed			
7.5	Finance Not much discussed about Bosworth Academy report is in the drive Revenue surplus with likely be 650 which is more than usual Surplus budget will be spent on capital budget Teacher pay awards pending Report from Andy not in the drive – this is needed Chair thanked Bally for attending the finance meeting	Finance budget to be shared in the drive - narrative	Bally	
8	Budget update including information on lettings			
8.1	Not available for the meeting			
9	MAT developments			
9.1	Hazel and Emma met to discuss mat growth – 2 further schools joined us and we now have 8 schools. We have 2 hubs National Forest Hub Ashby Ivanue Ibstock and the Leicester Forest which is BA, Countesthorpe, Winstanley, Braunstone Frith, Kingsway, some other schools may be in the pipeline Success for the school with lettings contract – will bring in £30k a year lettings £75k refurbishment for pool we only had to add £10k. Working with Swim Academy. We have Taped over all of our staff to the Swimming Academy who			

	have taken over the swimming pool lettings . Opening ceremony will be done in the new term Naturist group uses the pool ad has done for the last 40 years – issue is they have to have their own lifeguard but they have retired. Simon has declined to give them a lifeguard as they are too young. Swimming Academy have declined to get involved. Simon welcomed governor thoughts on this			
10.	Impact assessment and risk register – 10 mins			
10.1	Committee chairs check with impact assessment and add Risk register additions welcomed	Chairs to add		
11.	Dates of meetings 2021-22			
	Are we all happy to meet in person from September –			
12	AOB			
12.1	Equality Local councillor complained about BLM flag Simon Colin met him with 6 students and the diversity leader Students were very good and put across their points very well Councillor Peter Bedford went away with a good understanding of why we have that flag. Students did challenge him on how he would communicate with his constituents – he declined to answer, but has invited them to County Hall so a positive visit all round	CCR to complete a visit template for this visit		
12.2	Simon thanked all governors for all their support and help this year which has been difficult CFCR asked for thanks to be passed to staff from governors for their attendance in a very difficult year			
12.3	Emma left the meeting Ros – vice chair closed the meeting at Meeting closed at 20.35 Good luck with meeting tomorrow			
13	Date of next meeting – September 2021			

MINUTES AGREED & SIGNED

Chair:		Date:	
Signed:			