

Minutes

Title:	Bosworth Academy Full Governors Meeting		
Date	16 th September 2021	Location/Time:	MFL 5/6 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)	19.00pm	Colin Crane (CC)	present
Rosalind Goldson (RG)	present	Kate Grocock (KG)	18.50pm	Geoff Hurst (GH)	Absent unable to access the building
Rakesh Kanabar (RK)	apologies	Liz Mills (LM)	present	Balbir Singh Ram (BR)	present
Mike Winterton (MW)	present	Andy Smith (AS)	present		

In Attendance

Name	Present /Apologies	Name	Present / Apologies	Name	Present /Apologies
Rachel Richardson (RI/Clerk)	present				

NOTES

#	Agenda Item	Actions	Who	Date
1	Welcome, Attendance, Apologies, Governors recruitment and shadowing			
1.1	Meeting commenced at 6.05pm. EHB had advised prior to the meeting she would be late so RG welcomed everyone to the meeting. Apologies received from KG (late), RK Apologies were accepted			

2	Declarations of business Interests			
2.1	No declarations of interest			
3.	Minutes from previous meeting/accuracy and action points update			
3.1	All action points updated – none outstanding			
3.2	Item 4.4 Risk Management Policy – RMP	CC not able to access in drive. Clerk to check with IT	Clerk	asap
3.7	Minutes were accepted as a true representation of the meeting held on 8 th July 2021			
4.	Election of Chair, Vice Chair, Link Governors			
4.1	<p>Emma had been asked to re-stand as Chair She was nominated by RG seconded by CC Vice chair – RG nominated by CC seconded by BR <u>Link governors</u> Safeguarding – CC nominated by RG seconded by BR Careers – MW nominated by RG and seconded by CC SEND – RG CC nominated seconded by LM Finance – BR nominated by RG seconded by LM <u>Links against the Strategic wheel</u> Leadership – incl Coaching - CC AfL – LM 3DJ – CC proposed KG who confirmed when she arrived Curriculum – Closing all GAPs – RG Safeguarding/Wellbeing for all – CC Tutoring - BR</p>			
5.	Presentation on Careers Education, Information and Guidance CEIAG)			
5.1	<p>SB presented Profile has been raised with staff White paper has stated this should be a major focus in schools, all teachers should see themselves as careers guidance Benchmarks – what should we provide? Governors discussed Destination data was shared with Governors A Governor questioned whether apprenticeships are classed as education rather than training – SB confirmed this is the case</p>			

	SB confirmed these are a good set of figures for the school. We have lots of positive feedback from visitors that did interview skills with students He invited questions – Governors were pleased with the figures shared CC – Work experience he informed that Peter Bedford is now the LEP rep and we should use him for Careers information, the local parish council is using him	Make contact with Clr Peter Bedford CC to share email address	MW CC	ASAP ASAP
6.	Update on schools work on reading			
6.1	Discussed at a previous meeting SB presented Bosworth Academy Report on Reading Innovations and Impact We have a growing focus supporting every child on where they should be. Librarian, English team and tutors in year 7 and 8 have worked on encouraging all students to read for 20 minutes per day There are 3 informal assessments per year which tells us where interventions need to be CC said all students from the school are welcome to use the Desford library <i>KG joined the meeting at 18.50pm</i> We have had a reading academy where a peer mentoring intervention was introduced and it is run using post 16 students. Intervention groups identified and this is ongoing this year Big push on accelerated reader which is very well received by students, there are lots of rewards given out and information is put in the newsletter to parents Bedrock Vocabulary tier 2 vocabulary delivered by tutors (year 7/8) and extra English classes (year 9/10). Students read and then answer questions via a quiz and they get points. Teachers can then easily identify where students are There is a literacy lead in all faculties, Oracy being pushed Next steps Promotion the development of reading skills in faculties WHAT NEXT – see presentation	Share the presentation with Governors	Clerk	asap
7.	Promoting wellbeing and managing workload measures – feedback Consideration of a link Wellbeing Governor			
7.1	SB explained that lots of work has been done on the teacher well-being strategies Promoting Assessment for Learning (AfL) this academic year A Governor asked if KS3 reports will be amended – SB confirmed this is the case as they are now dated			

	<p>Parents evening are online – this is working really well and more effective</p> <p>Communication – email we have a scaling system so staff know what needs to be responded to - this is work in progress</p> <p>Flexible working requests – usually granted</p> <p>Staff voice</p> <p>Wellbeing Wednesday – no meetings</p> <p>Physical activity sessions for staff</p> <p>Counsellor/wellbeing mentor available</p> <p>Governor asked if we have a menopause policy – we will check</p> <p>Well-being policy on place</p> <p>Governors thanked Simon and said this looks good for staff</p> <p>Governor said when they have visited they asks staff about their well-being and they are happy with it</p>	Check if we have a Menopause policy	SBN/Clerk	
	EB arrived at 7pm			
8	Headteacher report on schools Key Stage 4 and 5 outcomes from the TAG process			
8.1	<p>Presentation had been shared prior to the meeting and is available in the governors shared drive</p> <p>SB informed governors that data this year will not be shared or looked at with Ofsted, it will be used in different ways</p> <p>Our data shows our TAG process was robust and fair</p> <p>SB picked out the headline figures – governors discussed these</p> <p>He said we have not had many appeals – the ones we have had are more A levels wanting higher A* grades. So far all of our grades have been upheld</p> <p>Governors asked questions on the data shared and were happy with replies given by HOS</p> <p>Governor challenged why Maths were not achieving above grades and were showing as a 5 – he explained this is because they are on target and not above target which is a 3/2. She asked if there was concern – he said there were no concerns and the maths departments had been scrutinised over these figures</p>			
	KG left the meeting at 19.45pm			
	EB took over as chair of the meeting			
9	Pupil Premium 2021-22 strategy statement			
9.1	Chair said we have Pupil Premium and the Recovery Premium no longer catch up premium			

	<p>She explained that Governors have to declare they have seen both statements and that leaders are managing the money and using it for the right reasons SB shared the strategy that needs to be done by 31/12. He invited input from governors There is a new SLT Assistant Principal that leads on Pupil Premium TLR 3 will be appointed to work with her on PP Governors challenged the figure on Catch up – this was explained by SB as previous year was £100k and this year it is £42k – £28k of this is to be used for pupil premium recovery The report that was shared is a work in progress and will be updated and shared again with governors Evaluations will be done progress Governors said this was a good start to the first draft and it will be evaluated at a further meeting Suggestion for a MAT overview of Pupil Premium Comments were invited</p>			
10.	Updating procedure for food safety on our website			
10.1	<p>All governors had seen this and had no concerns Catering Manager will be doing lots of work on this EpiPen training – who has the overview – Rick Moore</p>	Reminder to be sent out that we are a nut free school	SB	asap
11.	Latest Financial matters			
11.1	<p>BR will continue to work with GH as a finance link. Chair thanked him for this Andy Smith attended the meeting to share the latest budget that had been submitted to the EFSA He went through the figures with governors and highlighted any issues Post 16 bursary money did not come to the school so AS will discuss this with Sarah Mayes Chair queried if there is a LAG in the GAG – AS confirmed this is the case Governors asked if swimming pool income is reflected – this was confirmed as not the case yet Year-end will not be finalised until the end of November Governors said the summary was really useful – AS said this could be broken down further</p>			

	Chair thanked AS for coming to the meeting – he said he would be happy to come to a future meeting			
12	Impact assessment and risk register			
12.1	EB asked all governors to check the risk register in the shared drive			
12.2	Impact assessment has been uploaded to the website			
13	AOB			
13.1	Complaints policy Clerk had forgotten to put this on the agenda so will share with Governors. She asked for governors to read and comment within 1 week of this meeting. If no comments then it will be ratified	Read Complaints policy and send comments if needed	All governors	By 24 th Sept 21
	Covid - new RMP in place masks in corridors Governors are happy to support HOS with his decision			
	CC raised Vaccinations issue with HOS – announcement made for 1 dose there will be a full vaccination team that will come in and administer school will just be the location. School may have to get permission. We will follow all guidance			
	Governor recruitment – Sadia was not invited to the meeting this was an error by the clerk Governors are invited to open evening on 22 nd September to see if they can recruit	Check with CH if the recruitment doc is ready	Clerk	
14	Date of next meeting Thursday 25 th November 2021			

MINUTES AGREED & SIGNED

Chair:		Date:	
Signed:			