

Minutes

Title:	Bosworth Academy Full Governors Meeting			
Date	27 th January 2022	Location/Time:	Remote	
Chair:	Emma Hollis-Brown	Clerk:	Rachel Richardson	

Attendance

Name	Present /Apologies	Name	Present / Apologies	Name	Present /Apologies
Simon Brown (HOS or SB)	Present	Emma Hollis-Brown (EB / COG)	Present	Colin Crane (CC)	Present
Rosalind Goldson (RG)	Present	Kate Grocock (KG)	Present until 19.30	Geoff Hurst (GH)	Apologies
Liz Mills (LM)	Present	Balbir Singh Ram (BR)	Apologies	Mike Winterton (MW)	Present
Sadia Soni (SS)	Present until 19.37pm	Rachel Richardson (RR/Clerk)	Present	Lorna Croucher	Present

NOTES

#	Agenda Item	Actions	Who	Date
1	Welcome, Apologies			
1.1	<p>Meeting commenced at 6 pm. EB welcomed all to the meeting</p> <p>Clerk informed her that BR will be joining the meeting at 7pm if he is able to</p> <p>Geoff Hurst has informed EB he will be resigning – Governors accepted this resignation – this means BR will be acting finance governor</p> <p>Governors accepted the apologies and the resignation</p> <p>EB explained that this now leaves us in a depleted situation</p> <p>EB has spoken with Chris Tweedale and the position remains that the LGB are responsible for their own recruitment – CC said we are able to put adverts into local papers but these are not free</p> <p>SB suggested that we write an article rather than place an advert</p> <p>Sadia said she would investigate the papers in the Braunstone area</p> <p>Spotted Desford – CC</p> <p>SB suggested we use school social media pages</p>	<p>CC to raise with Directors</p> <p>CC to investigate the Graphic</p> <p>SS to investigate Braunstone Life</p> <p>EB text for the article to SS</p> <p>CC to speak to Sam Curtis</p>		

2	Declarations of business Interests			
2.1	EB – Governor training services No other declarations of interest were declared			
3.	Minutes from previous meeting, matters arising			
3.1	Minutes were accepted as a true representation of the meeting held on 25 th November 2021			
3.2	Action points were updated on the action points document EB advised governors that there is a possibility of money available for audit skills SB to discuss after EB gets back to him re recruitment if successful with recruitment advertising	EB to send a thank you card to RK Check remit sent out by EB	All EB KG RG	
4.	SEND spotlight			
4.1	RG informed governors that she had observed a library lesson recently She had talked to students and staff. Librarian was great and RG said she was impressed that there is growing area of non-fiction reading EB welcomed Lorna Croucher, SENCO at Bosworth, to the meeting and asked her to provide governors with SEND information She has been in post for the last 3 years and she works half with Bosworth and Half with Winstanley but is always available We have really good learning support staff. She gave a brief overview of the staff roles in the department Lorna has a close relationship with all Key Stage Year heads There are lots of students with undiagnosed needs – The LiFE MAT Ed Psych has been a valuable resource for us There is 1:1 support in place for one student who is in a wheelchair All other support is shared amongst classes/student A learning profile had been shared with governors before the meeting A real strength is that staff know the students who they are working with There are lots of interventions for students, Fresh Start, Bedrock learning and reading academy, 1:1 withdrawal, IDL, homework club, sensory circuits, Greatest needs are SEMH needs – all needs are reviewed termly SEND review is next Wednesday 2 nd February Lorna shared the Bosworth figure's which are in line with the national figures She urged caution with these			

	<p>Attendance is looked at weekly with the Attendance manager and SENCO</p> <p>Exclusions data is good for SEND students</p> <p>Gaps – tutors are identifying students and working with them on English and Maths, mentoring and homework clubs are available</p> <p>Lorna invited questions from Governors</p> <p>A governor said he loves Lorna's enthusiasm and she should be proud of what she is doing and of her team – she thanked the Governor for this</p> <p>SB agreed what a good job Lorna is doing</p> <p>Parent governor said she knows the OP is an excellent resource for their daughter</p> <p>Lorna explained that OP stands for – is Omnia Paratus which is Latin for prepared in all things, ready for anything.</p> <p>EB congratulated Lorna on her work as in her experience this is not the case in many school that she visits</p> <p>Governor challenged why are some pupils withdrawn from languages – Lorna confirmed that in KS3 this equates to two in each year group and the reason is everyone starts off doing a language but towards end of year 7 some students who are severely dyslexic and are struggling so they work on basic literacy skills. We do not encourage this. In year 9 only small numbers do not opt for a language options but will do a media based course 'Global Media' or other options subject – we have to meet the needs of the children and their well-being. We do not want to run the risk of narrowing experiences</p> <p>A governor challenged - What if child does not want to learn, will they be withdrawn – Lorna said we try not to do this, even with additional needs and they need to experience different languages</p> <p>Governor questioned if there is a specialist teacher for Dyslexia support, Lorna explained that there is no-one external but we liaise with the specialist teaching service and they come in to do training with staff. Any staff who work with students with dyslexia have had the training</p> <p>KCO children are below line with national average but we have to monitor this</p> <p>Governors asked who is doing the SEN review – 5 staff from the trust will come</p> <p>SEND Governor confirmed OP is a great resource and a nice place to be</p> <p>Lorna left the meeting at 7pm</p> <p>EB said Lorna is an asset to the school and SB confirmed this</p>			
5				
5.1	Headteachers report			

<p>Report shared with governors prior to the meeting It is a new style report to be more concise with headline figures i.e. attendance, behaviour, etc. Attendance has been a pressure but has remained quite high compared to national and local figures PP tracking is 6% lower but still higher than national local figures Persistent absence is currently high 43% but this is due to pandemic – would normally be 13%, this is a credit to the work that the attendance team are doing Parents are updated via the weekly newsletter A Parent governor confirmed her child had 6 days absence due to covid but this has really impacted her attendance – attendance team have really unpicked this Staffing absence has been steady We have been conscious of the impact this could have on the school We had a quiet start to last week and then by the end of the week we are in a situation where staff are off and cover is needed and no agency staff available EB said this was good to hear of the level of commitment from staff standing up to cover <u>Vacancies</u> – Communications officer currently shared with TWS – this is now being advertised as a post for us and 2 days with a primary school English tutoring post – additional position, report from Margaret backs up the need for this post Maternity vacancies pending Catering Manager recently appointed but has now tendered her resignation – LiFE MAT catering lead will work with us Behaviour – exclusions lower than previous equivalent 2 year periods Some year 11 exclusions due to electronic vaping that do not produce vape clouds we are hot on this and do exclude for this reason – as there are so many of these we are now doing a 12-4 provision instead of a fixed term exclusion Parent governor confirmed that this is common practice in school as confirmed by their daughter SB reported there is a disconnected culture from year 11 boys Rewards continues to be promoted in the newsletter and also through Satchel One</p>	<p>SB to ask for no acronyms to be used or a key added</p>		
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	<p>Trial exams / progress data is difficult to compare but paranoia around students not having sat exams. More trial exams late February/early March</p> <p>Governor asked about open buckets – is there a particular reason for empty buckets – SB explained this is a bit mixed as we have students on alternative provision it is better than before</p> <p>They challenged if this is because of students not doing literature – he confirmed that this is not the case</p> <p>Questioned Is it calculated using 2019 benchmarks – yes from SISRA</p> <p>Tacking 2 data is imminent and will be reported next meeting</p> <p>Governor challenged - Do you consider it is a really positive picture – SB confirmed we do</p> <p>Staff governor confirmed they teach one of the difficult group of students but behaviour is in social time and not in lessons</p> <p>2nd staff governor confirmed this</p> <p>KG left the meeting at 7.30pm</p> <p>Curriculum work – there is lots of sequencing work being done across subjects – this is not a deep dive – a governor challenged it is a deep dive but SB said it isn't</p> <p>Governor asked for clarification on what NNO stands for – No Notice observation</p> <p>Lots of reports to governors have acronyms – can we ask staff not use these as not everyone know what they are</p> <p>Standardisation – trial exams rigorous quality assurance and we are doing XMat of trial exams</p> <p>There is an assessment group that share what they are doing and team leaders have ran a standardisation process with their teams</p> <p>SS left the meeting at 19.37 pm</p> <p>XMAT sessions in next couple of weeks for training on this</p> <p>Staff governor said Educas are running online standardisation for some subjects</p> <p>ADT are doing some of these</p>			
6.	Report on Pupil Premium			
6.1	<p>Samina shared a pp strategy statement</p> <p>Was on website before 30/12</p> <p>Governors urged to read and forward any comments</p>	Advise SOM of amendments needed		
7.	Reports from Spoke linked governors			
	<ul style="list-style-type: none"> • leadership - learning centred leadership • learning - 3D/Real/AfL 			

	<ul style="list-style-type: none"> support - wellbeing, tutoring, pupil premium experience - 6C, OECD values, collaborative curriculum <p>EB asked has anyone done any visits against the spokes CC said he has been to check central records only 1 discrepancy and there were some without a 2nd reference – CHA is chasing these relentlessly so is ongoing EB asked have you done a sample of multi agency safeguarding record? CC confirmed he hasnt</p> <p>RG did a visit recently whilst primary teachers were in having training – and a discussion took place about lanyard colours MW – careers mark report submitted for careers mark and IIP interview Did Peter Bedford respond – Not made contact</p> <p>LM – have you managed to do curriculum visit LM confirmed yes done learning walks with High Ability students. Also doing an audit on how we are ensure our curriculum is inspiring and challenging for High Ability students EB to visit Post 16 and will contact LH. EB confirmed she has spoken with SB about leadership. She would like to look at CPD during a visit EB urged governors to link with staff around their spokes</p>	<p>CC to pursue the 2nd reference situation CC to do a sample of multi agency safeguarding record</p> <p>CC to urge Councillor Peter Bedford to make contact with MW Report for next meeting LM</p> <p>Share Gold IIP report SB next agenda EB CPD visit</p>		
8	Scheme of Delegation			
8.1	Governors confirmed we do follow the MAT Scheme of Delegation			
9	Selling/disposal of the school minibus			
9.1	<p>Paper shared with governors prior to the meeting Governors need to agree we can sell minibus and that it can be removed from our asset register Governors agreed this Budget is in a good position we can invest in on site programmes Pull out seating in the main hall Car parking for 3G pitch big cost to the school but needs to be done as our community use increases General car parking is and remains an issue – street parking is SB will bring these to a future meeting when more details is known Is there any mileage persuade staff to park on tennis courts – yes but needs resurfacing</p>	<p>Governors accepted this Clerk to report to LifeMAT</p>		

10.	Risk register			
10.1	Up to date from last meeting Covid section needs to be updated Is careers needed since we have received Gold status – discussed and agreed we should remove Governor safeguarding training – xmat session we have reduced risk training was given - needs to stay on register	Look at risk register for anything that was related to P&S and L&T Amend covid section Remove careers	KG RG SB EB	

11.	Impact analysis			
11.1	EB has done the first two but they are not on the doc This meetings impact was discussed – SEND	EB to locate and put on document EB to enter impact from this meeting		
12	AOB			
12.1	The trust has asked that we should be using the Governor Hub to see mat wide relevant papers/information No training has yet been given and properly introduced but the MAT would like us to use this Only 2 governors have so far signed up – EB urges all governors to sign up and any issues to report to Chris Tweedale RG asked how we sign up – EB confirmed an email has been sent back in October	All governors to sign up to Governor hub		
13.	Date of next meeting			
	31 st March 2022 This will be a face to face meeting in school Emma will only be able to join on line and is happy for RG to chair the meeting and she will dial in This was agreed			

MINUTES AGREED & SIGNED

Chair:		Date:	
Signed:			