

NON CONFIDENTIAL

MEETING OF THE LOCAL GOVERNING BODY MEETING TO BE HELD ON THURSDAY 26th JANUARY 2023, 6PM AT BOSWORTH ACADEMY

Composition of the Board

NAME	TYPE OF GOVERNOR	END DATE OF OFFICE	DESIGNATED SPOKE ROLE	IN ATTENDANCE
Emma Hollis (EH)	Community	31.08.2025	Chair	N
Rosalind Goldson (RG)	Community	20.09.2024	Vice Chair/SEND	Y
Simon Brown (SB)	Headteacher (HT)	Ongoing	Headteacher	Y
Kate Grocock (KG)	Parent	09.12.2023	Learning spoke	N
Colin Crane (CC)	Community	05.12.2024	Support spoke- Safeguarding	Y
Balbir Singh Ram (BSR)	Parent	07.07.2026	Experience spoke	N
Michael Winterton (MW)	Staff	07.07.2026	Experience spoke	Y
Sadia Soni (SS)	Community	15.09.2025	Support spoke	N
Peter G Crowe (PC)	Community	23.11.2026	Leadership spoke	Y
Gareth Lapworth (GL)	Community	23.11.2026	Leadership spoke- Finance	Y
Vacancy	Staff			
In Attendance				
Rebecca Miles (RM)			Governance Professional	Y
Surinder Kaur (SK)			Business Manager	N
Sian Griffiths (SG)			Head of Governance (Clerk)- remote	Y

ITEM NO	ITEM	ACTIONS
1.	WELCOME AND APOLOGIES The Vice Chair welcomed all Governors and a round of introductions followed. Apologies were received and accepted from SS, KG, BSR and EH. It was confirmed that RG would chair the meeting in EH's absence. The meeting was confirmed as quorate. SG introduced herself and advised that she would be clerking the meeting remotely until RM arrived from her previous meeting.	
2.	DECLARATIONS OF INTERESTS The Governors were asked to declare any potential pecuniary interest or conflict of interest between an individual and the governing board as a whole with the business to be discussed during the meeting.	

	No additional declarations were made.					
3.	MINUTES OF LAST MEETING AND MATTERS ARISING The non-confidential and confidential minutes of the Governing Board meeting held on the 24 th November 2022 were <u>approved</u> . To review and update actions from the previous meeting.					
	DATE	NO.	ACTION	BY WHEN	BY WHO	UPDATE
	C/F 22.09.22	4	Complete skills audit	26.01.23	MW, BSR, CC, SS	MW confirmed that this had been completed. BSR, CC and SS remain outstanding.
	C/F 22.09.22	4	Governor recruitment	26.01.23	SB	HT is liaising with staff about the staff governor vacancy and encouraging them to apply.
	C/F 22.09.22	5	ALL governors to complete their declarations (inc. KCSIE 2022).	26.01.23	CC, BSR, PC	Carry forward to next meeting.
	C/F 22.09.22	9	Governors who have not attended safeguarding training within the last 2 years to watch the recording from the session on 21.09.2022.	26.01.23	BSR, PC and GL	This was noted.
	24.11.22	4	Provide an overview of Governorhub	26.01.23	RM	Included on the agenda
	24.11.22	6	Chair of Trustees to liaise with the Chief Finance Officer (CFO) to consider how to provide the finance information differently.	26.01.23	Chair of Trustees (LW)	A report was provided by the Business Manager prior to the meeting.
	24.11.22	6	Meet with the Business Manager	26.01.23	GL	GL advised that this has not happened and would be carried forward.
	24.11.22	6	Additional time to be allocated to the finance update at the next meeting	26.01.23		Included on the agenda
	24.11.22	8	Curriculum enquiry Summary report to be provided at the next LGB meeting on 26.01.22 and a representation of staff voice.	26.01.23	SB	Included on the agenda
	24.11.22	10	Personal Development Curriculum to be added to the agenda for 26.01.22.	26.01.23	SB	To be added to the agenda for 30.03.2023.
	24.11.22	12	Share impact analysis.	26.01.23	EH	Complete.
	24.11.22	14	HT to share detailed plan for premises officer restructure.	26.01.23	SB	Included on the agenda as a confidential item.
	24.11.22		Advise BSR that he has been allocated to the experience spoke.	26.01.23	EH	This was unclear in EH's absence.
4.	GOVERNANCE - CONSTITUTION/ MEMBERSHIP a. To note the Staff Governor vacancy and receive an update- an update was provided under item 3.					

	<p>b. To note any Governor Training undertaken since the last meeting- PC confirmed that he had completed safeguarding training on the national college but intends to complete the more recent module.</p> <p>c. To consider any Governor Visits which have been undertaken since the last meeting- PC advised that he had a visit arranged for the following week, with a focus on leadership. CC confirmed that he had met with the Designated Safeguarding Lead and had undertaken a visit in relation to Safeguarding. GL stated that he would arrange to meet the Business Manager in relation to finance. RG advised that she would arrange a visit following the meeting. MW advised that he would share information relating to events at the school that governors were welcome to attend.</p>	
5.	<p>FINANCE UP-DATE</p> <p>It was noted that this would be listed as an agenda item at the next meeting.</p>	Finance up-date to be listed on the next meeting agenda.
6.	<p>GOVERNORHUB OVERVIEW</p> <p>An overview of the key functions of Governorhub was planned. However, governors requested that this be deferred to the next meeting to allow time to review the Governorhub help resources and to be listed on the agenda at the start of the meeting. It was decided that the clerk would re-circulate the link to Governorhub support guides on Governorhub and add a Governorhub help session to the next meeting agenda. SG advised that a trust wide training session delivered by Governorhub was also planned.</p>	Clerk to re-circulate link to Governorhub help guides and add a Governorhub overview to the start of the next meeting agenda.
7.	<p>HEADTEACHERS REPORT</p> <p>The Headteachers report was provided in advance of the meeting via Governorhub.</p> <p>The HT advised that additional members of staff had undertaken the Designated Safeguarding Lead (DSL) training which had helped manage the high number of safeguarding issues faced following COVID. Governors were informed about an incident between two groups in year 11 which led to the suspension of one student. The Education Liaison Officer from the Local Authority has provided support, and the school feels that this has been dealt with. Workshops are taking place with students on pertinent issues such as knife crime and county lines. Staff are completing e-learning modules relating to safeguarding, including gangs and the sharing of sexual images on mobile phones. This knowledge is being used to deliver sessions to students.</p> <p><i>Q: Is additional support being provided to staff undertaking the DSL role as this is a very high pressure role?</i></p> <p><i>A: The HT explained that an external agency is commissioned to provide professional supervision which is offered to all safeguarding leads. CC advised that he would continue visits to the school and would be checking in with DSLs.</i></p>	

	<p>Attendance is higher than the national average but this is still below pre-COVID levels. New interventions have been implemented to try to improve attendance, including a traffic light system and the school has an attendance team.</p> <p><i>Q: What is the schools approach to fining parents?</i> <i>A: The HT explained that fines would be issued where the reason for absence could not be justified.</i></p> <p><i>Q: Is the deputy attendance lead good at determining the strategy for where to place discretionary effort to manage attendance in the attendance leads absence?</i> <i>A: The HT advised that the Safeguarding Lead within the Senior Leadership Team made these decisions.</i></p> <p>Governors were informed that the school was seeking to recruit a Maths teacher.</p> <p>The HT shared that work had been undertaken around behaviour management and changes had been made to the behaviour policy. It was felt that improvements had been seen. Governor support for this approach was provided and consistency of approach was advocated as a way of the school maintaining its outstanding Ofsted rating.</p> <p>SG left the meeting as clerk at 19:15 and RM joined the meeting.</p> <p>The Headteacher advised that achievement data was heading in the right direction. More students were studying for the English Baccalaureate than ever before and the school is focusing on ensuring that more pupils achieve in this. A number of students with Special Educational Needs and/or Disabilities (SEND) are two grades below where they should be, to be considered to have made average progress when they sit their exams. The Headteacher felt that there was still time for them to be supported to achieve this target. Governors were advised that the school had implemented a lot of additional interventions to support the achievement of Pupil Premium students.</p> <p><i>Q: A governor raised concerns about the achievement gaps between Humanities and English and queried whether the subject leaders were aware of this?</i> <i>A: The Headteacher confirmed that Humanities is recognised as an area of improvement. It was highlighted that History is more of an area of concern than Geography and a number of things are in place to address this. The school is buying into additional software to support students to complete work outside of school.</i></p> <p>It was highlighted that the school faces difficulties where students have previously received teacher assessed grades during COVID, as this has led to very high targets. As the students are not currently on track to meet the targets, it makes it appear that the school is underachieving. The Headteacher feels that once national benchmarking data is received this may change. It is believed that data obtained in November 2023 will provide a true picture.</p>	
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	<p>Risks were highlighted around staff absence in year 11. Governors were also informed that work is underway to raise achievement in year 11 and to support readiness for exams.</p> <p>The school is placing an emphasis on reading and the 'accelerated reader' scheme is used for those that require further intervention. The school also has a 'reading academy' where sixth form students support younger year groups.</p>	
8.	<p>STAFFING- CONFIDENTIAL ITEM</p> <p>See part 2 confidential minutes.</p>	
9.	<p>SPOKE REPORTS – SIDP spoke evaluation January 2022-23</p> <p>The report was provided in advance of the meeting via Governorhub. The Headteacher provided a summary of the document and actions that were being undertaken.</p>	
10.	<p>SPOKE REPORTS- Experience update and governor visits</p> <p>Included under item 9.</p>	
11.	<p>SPOKE REPORTS- Leadership update and governor visits</p> <p>Included under item 9.</p>	
12.	<p>POLICIES</p> <p>It was decided that the clerk would contact Andy Dolinski to request any policies that need to be approved at the next meeting. Governors requested that the policies are shared at least a week in advance of the meeting and if possible, earlier than this, to allow time to read them. Ideally, governors would like to see changes highlighted from previous versions.</p>	<p>Clerk to request policies to be approved at the next meeting.</p>
13.	<p>AOB</p> <p>CC highlighted that he'd had a successful meeting with the safeguarding lead.</p> <p>The HT advised that he had consulted with CC and EHB regarding the upcoming strike. Governors were informed that more than half of teachers at the school are part of the NEU teaching union which is advocating strike action. It is unclear how many teachers will strike. School will set remote learning for years 7-10 and the remaining year groups will be going into school. The HT will use learning from the first strike to inform planning for future strikes. It was confirmed that students considered to be vulnerable across all year groups, would still be invited into school. The HT discussed the operational plans that would be in place.</p> <p>It was highlighted that external guests had not attended the meeting and governors expressed that they were keen to invite members of staff and to offer support and challenge. Governors were asked to consider who they would want to invite to future meetings. It was decided that the HT would invite a member of staff to the next LGB meeting to discuss behaviour.</p> <p>Risks were considered and the two that were highlighted were the potential strike action and managing relationships with families and how that might impact attendance.</p>	<p>HT to invite a member of staff to the next LGB meeting to discuss behaviour.</p>

14. IMPACT STATEMENT	Governors considered how they had made an impact as a result of the meeting: <ul style="list-style-type: none"> - Challenged student performance in year 11 - Challenged teacher assessment in year 11 - Recommended support for the Designated Safeguarding Lead through additional supervision 	
14. DATE & TIME OF THE NEXT MEETING	To note the time and date of the next meeting on the Thursday 30 th March 2023.	

The meeting ended at 20:40

Action Log

DATE	NO.	ACTION	BY WHEN	BY WHO	UPDATE
C/F 22.09.22	4	Complete skills audit	30.03.23	BSR, CC, SS	
C/F 22.09.22	4	Governor recruitment	26.03.23	SB	
C/F 22.09.22	5	ALL governors to complete their declarations (inc. KCSIE 2022).	30.03.23	CC, BSR, PC	
C/F 22.09.22	9	Governors who have not attended safeguarding training within the last 2 years to watch the recording from the session on 21.09.2022.	30.03.23	BSR, PC and GL	
24.11.22	4	Provide an overview of Governorhub and recirculate help guides	30.03.23	RM	Help guides recirculated and an overview is included on the agenda.
24.11.22	6	Meet with the Business Manager	30.03.23	GL	
24.11.22	6	Additional time to be allocated to the finance update at the next meeting	30.03.23		Included on the agenda.
24.11.22	10	Personal Development Curriculum to be added to the agenda for 30.03.23.	30.03.23	SB	Included on the agenda.
24.11.22		Advise BSR that he has been allocated to the experience spoke.	30.03.23	EH	
26.01.23	12	Clerk to request policies to be approved at the next meeting.	30.03.23	RM	Email request sent to Andy Dolinski.
26.01.23	13	HT to invite a member of staff to the next LGB meeting to discuss behaviour.	30.03.23	SB	