

CHENEY SCHOOL Local Governing Body					Present	Andrew Allison (AA), Paul Davies (PD), Oliver Fawdry (OF), Karen Fogden (KF), Jessica Rogers (JR), Richard Stamper (Chair), Jane Tuck (JT), Liam Bampton (LB), Rob Bown (RB), Louise Elias (LE), Judy Gleen (JG), Emma Hart (EH), Saima Hussain (SH), Hugh Nelson (HN), Jolie Kirby (CEO), Louise Marsh (LM), Rupert Moreton (Head Teacher), Judith Geddes (Clerk)				
Date and Time	17:00	30 March 2020	via video conference due to Covid-19 pandemic		Apologies	Phil Oakley, Christopher Summerfield				
Chair	Richard Stamper									
#	Agenda Item	Time	Record of Discussion	Actions	Responsible	Deadline	Outcome and date	Action RAG		
5	Attendance HNE	10	<p>HN advised that Matthew Maw, from Bristol Cathedral School, carried out an external review on 11th and 12th March regarding attendance at Cheney. The main findings from the review were:</p> <ul style="list-style-type: none"> - The school is doing a lot to encourage students to increase their attendance. - The school is not being appropriately supported by the local authority. - Most of Cheney's actions and processes are appropriate. - Recommendations relate to re-thinking school's structures, lines of responsibility and how staff are deployed. Currently, too many people are doing too many parts of the process which needs to be streamlined. <p>Also, on Friday 13th March, Jo Goodey, the OCC Attendance and Inclusion Manager, conducted an attendance audit with HN and Richard Hawkswood. HN advised that Jo Goodey's advice did not agree with Matthew's especially with regard to the recommendations of closing registers and the responsibility for provision of certain vulnerable students. Following these reviews, HN commented that he is drawing up a plan for quick wins and longer term structural changes.</p> <p>The Chair said that the reviews were a good external check on the school's processes. KF agreed but asked whether it is also possible to consider the opinion of those with good attendance. HN agreed, but his initial focus is to get the right process in place before tightening up on the finer details such as this. The Head Teacher commented that Matthew's report highlighted that Cheney should be more proactive in pushing back on the LA regarding long-term persistent absentees. KF said that working collaboratively with local schools on this may help when approaching the LA.</p>							
	January 2020 Attendance Report									
	December 2019 Attendance Report									
	September 2019 Attendance Report									
	External Attendance Review March 2020									
6	Restructuring of staff	10	Confidential item - minuted separately.							
7	Future of CSAT	20	Confidential item - minuted separately.							

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8	Covid-19	10	<p>The Head Teacher advised that a comprehensive range of requirements have been received from Government which the school has implemented. A discussion took place and the following key areas were highlighted:</p> <ul style="list-style-type: none"> - There were 22 students in school on Monday 23rd March but since then fewer and fewer students have been coming to school. - The school has a comprehensive list of vulnerable students. LB and his team are working hard to keep in contact with these students. - LB commented that he has spoken to LADO regarding the safeguarding policy. Social services have also advised the school not to undertake any home visits. - The Chair asked about education provision. LM replied that teachers have been asked to set project work and share on Show My Homework and that paper packs have been given to students with no internet access. Also teachers are focusing on the grading process for Year 11 and Year 13 students. - KF said that this appeared very comprehensive and asked what other local schools are doing. LM responded that some schools are doing what Cheney is doing whilst others are using online resources such as "Google classrooms" but the school needs to be mindful that not all Cheney students have internet access at home. - The Chair asked whether there was any clarity yet in the grading process for GCSEs and A Levels. The Head Teacher said that Ofqual had not yet provided any definitive feedback but some students have handed in work at reception in order to build up an evidence base. - PD wondered what the morale of students in Year 11 and Year 13 was following the cancellation of their exams. The Head Teacher responded that there was no general answer as some were happy whilst others are anxious. - The Chair asked about the morale of staff. The Head Teacher again stated that this was varied but he was very impressed with how supportive the Cheney community has been. - The Chair also flagged the possibility of on /off lockdowns. - The Chair and Vice-Chair thanked staff on behalf of all Governors for the impressive work that they have done in unprecedented circumstances. 							
9	Safeguarding Audit LBA/ HNE	10	<p>LB advised that the safeguarding audit has gone out and thanked Governors for their feedback. He added that Year Teams are in contact with social services regarding vulnerable students and that he, HN and Tina Conway continue to meet every Wednesday so that they can follow up with students where necessary. A letter to parents regarding safety on-line is also to be sent out. HN thanked LB for all the hard work he has done in this area.</p> <p>LB further advised that the school has adopted the LA's amended safeguarding policy due to Covid-19 and asked Governors to review this policy and provide feedback.</p> <p>KF asked about free school meals. The Head Teacher said that last week food packs were put together but, from this week, the school will send out free school meal vouchers as per the government's scheme for which they are currently awaiting guidance. If no guidance is received, the catering team will again put more food packs together for distribution.</p>	Governors to review the amended safeguarding policy due to Covid-19 and provide feedback.						
	Amended SG Policy- COVID 19									
	DRAFT SG Audit 2018/19									
10	SIP	5	<p>HN advised that, with regard to attendance, most actions within the SIP have been completed.</p> <p>The Chair was concerned about the extent to which the school can be confident about the level of progress students are making. JT also asked if parents will be asked about how students are managing at home during school closures. LM replied that currently the school's priority lies with vulnerable students and that the next step would be to contact the parent body about how all students are managing. KF suggested that a google questionnaire might be appropriate to send to parents and that it might be helpful to highlight to them that this was in the pipeline. LM said that she would include this to the next parental letter.</p>	LM to make parents aware of a questionnaire to come out to them in the future about how students are managing at home.						

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	SIP								
11	Students at risk of exclusion Interventions LBA/ LEL	10	The Chair highlighted that Governor Student Disciplinary meetings and PEX Panels are all now halted. The Head Teacher pointed out that the school has had a real challenge with behavioural issues over the last 6 months with 3 PEXs now requiring a Governor Disciplinary Panel (GDP). The Head Teacher said that he will be recommending setting these up virtually. All 3 students involved in the PEXs have been reallocated to alternative provisions. LB said that he is currently in communication with OCC regarding how to take these GDPs forward. A discussion followed regarding behavioural issues and any possible additional actions that can be taken including the work being done at Ilfley special school and the possible use of Pivotal. KF further suggested that transition is a crucial point in a student's life and it may be beneficial to obtain the views of Year 9 and Year 10 students around this.	LB to continue to communicate with OCC as to how to take GDPs forward.	LB		LB received further advice from Jo Hatfield, including PEXs should be rescinded and GDPs cannot be held virtually. The advice has been communicated with Year Teams and parents informed appropriately (1/4/20).		
	FTE and PEX Data and Comments 2018-19								
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	Key Data for FTE and PEX								
12	Policies ASH/ Clerk	5	The Clerk asked if there were any comments on the SEND and Accessibility Plan policies. KF replied that she had made some comments which LE has now dealt with. As there were no more comments these policies are now approved.	Clerk to update policies in tracker.	Clerk		Policy tracker updated (21/4/20)		
	Policy Tracker								
	Policy Review Process								
13	Health and Safety RMR	5	No issues						
14	Date of next meeting and Items for next agenda	2	11th May at 5pm The Head Teacher suggested this meeting could be moved back to the end of May. Clerk to send round an email to Governors to investigate this possibility. Items for next agenda - SIP Review - Attendance - Curriculum changes - Ofqual guidance for grading GCSEs and A Levels - Head Teacher replacement	Clerk to send round an email to Governors to investigate the possibility of moving the next LGB to the end of May.	Clerk		Email sent to the Chair and Head Teacher (20/4/20).		
	Meeting dates								

