



# Cheney School

Think for yourself ; act for others

## Cheney School Minutes of Full Governing Body Meeting Held on Monday 4 April 2022

<b>Present:</b>	Richard Stamper (RS) Jess Rogers (JR) Jane Tuck (JT) Mo Kamuss (MK) Claire Edwards (DE) Karen Fogden (KF) Rob Pavey (RPA) Oliver Fawdry (OFA) Usman Nasir (UNA) Ben Hegedus (BHE)
<b>In attendance:</b>	Stephen Axell (SAX) Tara Lamb (TLA) Liam Bampton (LBA) Charlotte Broom (CBR) Louise Marsh (LMA) Anu Dawson (ADA)
<b>Apologies:</b>	Alison Kahn (AK) Andrew Allison (AA) Dylan Davies (DDA)

<b>1</b>	<b>Declaration of Interest</b> None declared	
<b>2</b>	<b>Approval of minutes of the meeting on 7 February 2022</b> Thank you to KF for amendments. Governors approved and signed off.	
<b>3</b>	<b>Policies relating to Health and Safety</b> DDA unavailable - defer to next meeting.	
<b>4</b>	<b>Safeguarding</b> <ul style="list-style-type: none"><li>• LBA talked through figures of children with cases open with Social Services.</li><li>• Numbers and workload are increasing, as are thresholds for intervention.</li><li>• RLT membership should help create stronger links with other Safeguarding Leads.</li></ul>	

<b>5</b>	<b>Management Accounts</b> <ul style="list-style-type: none"> <li>Staffing costs are a reasonable proportion of income size</li> <li>Money is available for building improvement</li> <li>Utilities: price fixed until September 2022. RLT has a procurement process for utilities which will need to be followed on this rate ends.</li> <li>Only 1 viable quote for works to create 2 additional classrooms. This has to go through RLT trustees for approval.</li> <li>Improvements in ventilation in Lane Building are going ahead - trial ventilation unit being installed over Easter. All other rooms will follow if this is successful in improving air quality/not too noisy.</li> <li>Redecoration of school over the summer</li> </ul>	
<i>Action</i>	<i>Share most recent Management Accounts with Governors. Governors should have management accounts around the 20th of each month to review.</i>	<i>Finance Manager / ADA</i>
<b>6.</b>	<b>SIP 2021/22</b> <b>Governor Visits:</b> Process working satisfactorily and flagging /creating actions for follow up.	
	<b>Widening participation from parents</b> Reach out to communities and work with Cheney Friends. CE to be Cheney Friends link.	
<i>Action</i>	<i>Create new Governor Visit form before next visit</i>	<i>ADA</i>
<i>Action</i>	<b>Arrange next Governors Visit - Term 5</b> <i>Go through progress from AP1 with SHU and then follow up with meetings with HOFs. Also, Learning Walks with HOFs to show the impact of interventions.</i>	<i>SLT / ADA</i>
	<b>Behaviour:</b> Number of exclusion and detentions is high but diminishing each half term.	
<i>Action</i>	<i>Consider SIP at the end of the Governor's visit to measure against observations/information.</i>	<i>ALL</i>
<b>7.</b>	<b>Link Governor Reports:</b>  <b>Central Safeguarding register (AA reviewed)</b> All ok  <b>Sixth Form (CE)</b> In general, everything is running well and the students are happy, however there are some concerns/issues". These are described in the governors link visit document, briefly areas of concern discussed were 1. Increase in mental health issues. 2. Some students are struggling due to changing grade boundaries for GCSEs and 3. Staff concerns with workload, considerable time spent by sixth form team chasing attendance etc.	

<b>8</b>	<b>Summer School</b> Plans to go ahead with a budget of £10,000. 10-12 Staff members have volunteered. Rob Bown has offered to lead. Discussion around whether lunch not being provided would prove a barrier to vulnerable children. Suggestion to ask Cheney Friends to contribute towards providing lunch for those that need it.	
<b>10</b>	<b>Staffing and Recruitment</b> Some key roles have been successfully filled (e.g. School Business Manager and Modern Foreign Languages). Others are harder (e.g. Science). Focus of recruitment in Term 5 to be Teaching Roles. Approx. 8 members of Teaching staff will be leaving at the end of this academic year.	
<b>11</b>	<b>Policy Review</b> Return to this at the next meeting.	
<i>Action</i>	<i>Produce a Risk Register and share with Governors</i>	<i>RPA</i>
<b>12</b>	<b>Update on Governor Training</b> KF: A session of SEND governor training with RLT head of inclusion and a session on 'having difficult conversations' with Paul James JR: Chairing Effective Meetings training	
<i>Action</i>	<i>Ask Louise Askew (RLT) if there are opportunities for collective training.</i>	<i>ADA</i>
<i>Action</i>	<i>Check if we are able to use GovernorHub going forward</i>	<i>ADA</i>
<b>13</b>	<b>Items to refer to the Trust</b> None	
<b>14</b>	<b>AOB</b> None	

<b>Action</b>	<b>Responsibility of</b>
Share most recent Management Accounts with Governors. Governors should have management accounts around the 20th of each month to review.	Finance Manager / AD
<b>Create new Governor Visit form before next visit</b>	ADA
<b>Arrange next Governors Visit - Term 5</b> Go through progress from AP1 with SHU and then follow up with meetings with HOFs. Also, Learning Walks with HOFs to show the impact of interventions.	SLT
Consider SIP at the end of Governors visit to measure against observations/information.	ALL

Produce a Risk Register and share with Governors	RPA
Ask Louise Askew (RLT) if there are opportunities for collective training.	ADA
Check if we are able to use GovernorHub going forward	ADA
Prepare report re flexi-school	RPA