

Cheney School
Minutes of Full Governing Body Meeting
Held on Monday 23 May 2022

Present:	Richard Stamper (RS) Jess Rogers (JR) Andrew Allison (AA) Mo Kamuss (MK) Karen Fogden (KF) Rob Pavey (RPA) Oliver Fawdry (OFA)
In attendance:	Liam Bampton (LBA) Charlotte Broom (CBR) Saima Hussain (SHU) Louise Marsh (LMA) Anu Dawson (ADA) Rachel Evans (REV)
Apologies:	Jane Tuck (JT) Usman Nasir (UNA) Claire Edwards (CE)

1	Declaration of Interest None declared	
2	Approval of minutes of the meeting on 4 April 2022. Thank you to KF for amendments. Governors approved subject to changes and signed off.	
<i>Action</i>	<i>Prepare report re flexi-school</i> <i>Carried over to next meeting 11/7 2022</i>	<i>RPA</i>
3	Policies relating to Health and Safety Rachel Evans from Premises and Site Team attended on behalf of Dylan Davis. <ul style="list-style-type: none"> • All policies and risk assessments are available to staff via the intranet. • Risk Assessment review should be completed annually. • Auditing takes place in October half term. • KF questioned what's in place to prevent incidents with Asbestos, particularly in the event of a fire. • June - H&S audit being carried out by an external company. 	

	<p>Review at the next Governors meeting.</p> <ul style="list-style-type: none"> • Governors approved policies, subject to the changes marked on documents. Add dates once final versions are approved. • RS asked whether we need a governor to participate in the school's H&S management committee? 	
Action	<i>All Health and Safety Policies need to be updated with RLT branding</i>	ADA
Action	<i>Find out what the risks of asbestos are in the event of a fire and what, if anything, needs to be included in policy.</i>	REV
Action	<i>What requirements does RLT have for governors re H&S</i>	REV
4	<p>Update on non-confidential action points from previous meeting</p> <ul style="list-style-type: none"> • Management accounts were not made available as expected on 20th of the month. Currently there is no Finance or Business Manager to May and June's accounts are likely to be delayed. • Not able to use GovernorHub going forward. 	
Action	<i>All files and links need to be transferred from GovernorHub to GDrive.</i>	ADA
5	<p>Review of Finance</p> <ul style="list-style-type: none"> • RPA explained the disparities between surplus amounts in January, February and March due to NI increase and fuel tariff increases being taken into account in January. By february, the Government subsidy amount was announced. • Creation of 2 additional classrooms has been booked in. • £30k previously approved to improve ventilation in Lane Building is on hold until we can be sure it is making an impact on air quality. • RS queried why there is such a large excess over the budget when the income to date is below budget. • CIP Bids: Both CIF bids were successful. Our contribution is 0.25 million - total project value £1.5 million. • Tara Lamb has put together a budget using assumptions from RLT central team. Budget requests have been collected from departments. • Budget Meeting : Monday 6 June at 6pm. Anne Simmonds (RLT) to attend. 	
Action	<i>RPA to clarify discrepancies between surplus amounts.</i>	RPA
Action	<i>Add latest budget report from Anne Simmonds to Governor Folder</i>	ADA
6	<p>SIP and SEF</p> <ul style="list-style-type: none"> • All agreed that the overarching conclusions of the SIF have been achieved. <p>SIP:</p> <ul style="list-style-type: none"> • Priority 2: is there evidence to support the success criteria? • Continue to work towards the Behaviour and Teaching and 	

	<p>Learning objectives on the SIP.</p> <p>SEF: Draft of SEF shared. RPA thanked everyone for their comments and talked through the report. Governors acknowledged the amount of work behind the points included in the SEF.</p>	
<i>Action</i>	<i>Draft SIP to be ready for LGB meeting in July</i>	<i>RPA</i>
7.	<p>Governors Visit: Report has been submitted. Data was presented before Learning Walks completed. Data variances explained.</p> <p>Link Governor Reports</p> <p>View Reports</p> <p>Health and Safety - RS: Broadly good. Audit needed of risk assessments in DT, Science and PE. Comment: staff are pressed to get through all of the H&S requirements. REV has been given additional responsibilities so capacity is stretched. More resources and support needed for audits (possibly from RLT).</p> <p>SEND - KF: KF met with RCO. All generally good. Dyslexia training for staff still outstanding.</p> <p>Communications - JR: Comms working well, internally and externally.</p>	
<i>Action</i>	<i>Ask for support with H&S audits from RLT</i>	<i>REV</i>
8.	<p>Safeguarding</p> <p>LBA provided an update:</p> <ul style="list-style-type: none"> - More work needs to be done on understanding the lived experiences of our families - All staff have undergone training to help with conflict prevention and de-escalation techniques - Link with RLT Lead Practitioner has been useful. 	
9.	<p>Staffing and Recruitment</p> <ul style="list-style-type: none"> - School Business Manager and Finance Manager due to start 4/7 - School fully staffed for September bar 2 Scientists and Mathematician - 3 Unqualified teachers will be qualified this Academic Year - Head of Teaching and Learning Appointed 	
10.	<p>Policy Review and Risk Register</p> <p>Link to Governors Table of policies</p> <ul style="list-style-type: none"> - Charging and Remissions policy: Part B missing and not linked. 	

	<ul style="list-style-type: none"> - Comment on Document noted - Ensure all policies have RLT branding - Subject to comments, all policies approved. 	
11.	Governor Training <ul style="list-style-type: none"> - KF tried to access was the SEND Green paper review, but was unable to access the link 	
12.	Items to refer to RLT <ul style="list-style-type: none"> - None 	
14	AOB Google Drive: To include dated pdfs of all supporting documents referred to at LGB meetings Next Governors visit to focus on behaviour. Have SIP available to refer to.	
<i>Action</i>	<i>Feb, March and April Minutes to be added to website</i>	<i>ADA</i>

Action	Responsibility of	
<i>Action</i>	<i>Prepare report re flexi-school Carried over to next meeting 11/7 2022</i>	<i>RPA</i>
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