



Cheney School
Non-confidential minutes of Full Governing Body Meeting
In-person meeting held on Monday 6 February 2023

Present:	Richard Stamper (RS) Max Kelly (MK) Mo Kamuss (MK) Rob Pavey (RP) Alison Kahn (AK) Gary MORRIS-Iveson (GMI) Sarah Bedding (SB) Jess Rogers (JR)
Apologies:	Catherine Chester Claire Edwards Usman Nasir
In Attendance:	Louise Elias (LEL) Zoe Hamilton (ZHA) Tom Haines (THN) Jodie McMinn (JMC) Charlotte Broom (CBR)

1	Welcome and Apologies
2	Interest and Declarations None Declared.
3	Appoint Link Governors SB appointed as SEND link Governor. All other link governors remain the same.
4	<p>a) Minutes approved subject to changes already sent by JR</p> <p>b) Previous Actions <u>Governor Ratification:</u> Still awaiting response from Louise Askew regarding ratification of new governors. <u>GPC report summary:</u> Full report hasn't been received. Malv and the team are assessing reports for all RLT schools before a decision is made about what work they will fund. Then we can put together a plan for the Summer works. <u>LMA talked through the self-assessment tracker</u> – linked from the SIP. RAG rating on all aspects of the curriculum in all subject areas. Areas are marked red, amber</p>

	<p>and green. There is an increased focus on subject areas which are amber and red. It should give governors and school leaders a reliable indication of exactly where we are as a school, and that we know which areas need to be reviewed. Due an update – this is a snapshot of where we were in November. Link to SIP (live version)</p> <p><u>Sub-committees:</u></p> <ol style="list-style-type: none"> Resources (Finance) Committee: Rob Pavey, Gary Morris-Iveson, Mo Kamuss, Alison Kahn. Pay Committee (only needs to meet in the Autumn term, 1 to look at recommendations for all staff and another meeting for SLT). <p><i>Action: Add to agenda for first meeting of autumn term 2023.</i></p>
5	<p>Safeguarding Update (THN)</p> <ul style="list-style-type: none"> Continued increase in numbers of children in safeguarding register. Last year 25 counselling referrals, so far this year 65 referrals. Speaks to the increase in mental health concerns. SCR audit has recently been completed. MK: What is the next step to make sure we remain compliant? JMC : THN to do a quarterly audit of SCR. THN : Provided commentary on Safeguarding report highlighting the pressures that school is facing, mainly as a result of decrease in capacity of external agencies which has resulted in higher thresholds for referrals/ action. <p><i>Action: Safeguarding induction to be completed : ADA will share the link.</i></p> <ul style="list-style-type: none"> THN: There was one significant Safeguarding incident this term and 1 incident of indecent images being shared. We are providing information for parents via the newsletter, with staff and during assemblies and tutor time. JR: At what point does the school get involved in serious incidents inside and outside school? THN : As soon as we know about it and then referrals to external agencies, eg. Police / Social Care. We're then guided by these agencies.
6	<p>British Value (RBO)</p> <p>Insight into some of the things that are happening in school:</p> <ul style="list-style-type: none"> We address BV as part of the 'Personal Development' curriculum which covers the things you learn in school but don't sit an exam in. We teach personal development in a number of ways including, through the pastoral system, behaviour management around the school, PHSE, Enrichment and extracurricular activities. British Values is something that is of particular interest to OFSTED as part of personal development. GMI: Is this teaching monitored? RBO: OFSTED will look at this when they examine the Personal Development strand.

	<ul style="list-style-type: none"> ● CBR: The work that Rob's done around this curriculum means that it can be revisited regularly. It also informs our behaviour management policy.
7	<p>Finance and Resources (JMC)</p> <ul style="list-style-type: none"> ● Report prepared by Anne Simmonds as we're currently without a Finance Manager. ● Headlines – much better than P1. Reasons: increase in funding mostly through mainstream grant. Increase in catering income (approx. £70k) Increase in premises income (approx. £30k) Decrease in salary predictions, mostly because the figures are now accurate. It also is reflective of staff structure and the staff vacancies that we've had. ● Looking forward to next year, there's likely to be a £40k surplus but any increase in staff salaries is not factored in. Industrial action will likely lead to increased salaries. ● Compared to other RLT schools and other schools around the country, we are in a good place. <p><u>BUDGET:</u> Current prediction: approx. £450k available for capital investment at the end of this year.</p> <ul style="list-style-type: none"> ● Energy costs are coming down with new roof, windows and behaviour change. ● Our energy consumption and carbon footprint have reduced. 22% reduction in energy usage in the last 5 years. Currently investigating grants towards solar panels. Full carbon footprint for all school activities will be available by the summer. ● Integrated Curriculum and Financial Planning (ICFC). This is being prepared and has lots of benchmarking on it to compare ourselves with. Should be available by the next meeting. <p><u>PLANNED SUMMER WORKS:</u></p> <ul style="list-style-type: none"> ● RPA: We would like to redo all of the toilets which will have a big impact on student experience. Chadwick roof and wainwright windows are the two highest priority regarding the fabric of the buildings. Currently in discussions with RLT about which project(s) they will support. Decarbonisation grants which should address boiler management and possibly replacing lighting. RS: How much of the £500k of free reserves are you looking at spending? RPA: Not all of it. We're looking to see what RLT will give us. So hopefully 1 large project and some smaller projects. <p><u>HR AUDIT UPDATE:</u></p> <ul style="list-style-type: none"> ● JMC updated on the progress of HR audit; All critical actions have been completed. Now working through the document gaps. ● The focus now is on improving the processes. New HR manager starting part-time in Term 4. Working closely with JMC to help take ownership of robust processes going forward.

	<ul style="list-style-type: none"> ● JMC has requested RLT complete a spot audit to make sure we're not creating the same gaps, especially focussing on new starters and frequent visitors. ● RS: How confident are you that new starters haven't got the same gaps? ● JMC: Not completely confident but confident that the essential things are being done / are one file.
8	<p>Risk Register (RPA)</p> <p>The RR should be a strategic rather than occupational document. This document should be owned by the governing body, used to prompt strategic priorities for senior leaderships.</p> <ul style="list-style-type: none"> ● MK: We should be reviewing periodically and providing feedback. ● GMI: It might be too pared down? ● RPA: We have spent a lot of time cutting it down. RLT suggests we have between 8 – 10 priorities. ● GMI: Needs to reflect the risks in running the school, that should dictate the length of the document. Eg. Data breach risks, Health and Safety risks. ● RPA: We should add to / change it at every governing body. ● RS: Agreed. ● <p><i>Action: Add as a standing item to the Agenda for every other term.</i></p> <p><i>Action: Add to the agenda of the resources committee.</i></p> <ul style="list-style-type: none"> ● We are actively asking for external audits to try and uncover the unknowns.
9	<p>SIP 2022/2023</p> <ul style="list-style-type: none"> ● JR summarised the report from Governor Visit where they viewed data and completed some learning walks. Measures have been put in place but the Governors would have liked more clarity on exactly how these are being implemented. ● What's being done for those students who are 4/5 to push them? ZHA: After AP1, there are interventions led by each department. We ask for lists of students who will have interventions to improve their grades, i.e. Grade 3 up to 4, 4 to 5, 5 to 6 and 6 to 7. SEND and PP students are highlighted in particular to try and close the gap. New cycle of interventions will begin after Year 11 short mocks. LMA: Intervention Strategy. Split into A and B. Group A strategy; use small group tutoring funding for higher prior attaining students who are motivated and work well independently. This frees up time for school staff to work with Group B, who are our lower and middle attaining students. JR: Positives on learning walks during Governors visits; attentive, happy children. Also some interactions with the wandering students we witnessed. <p>RPA: There is a problem with performance of students with SEND. We have significant attendance issues with children with EHCPs. Low attendance = low outcomes.</p> <p>RPA: We're aware of the difficulties for children with EHCPs but we are confident that we are doing the right thing for each child.</p>

	<p>RS: Would be good to know how we know what is happening in earlier years, e.g KS3.</p> <p>RPA: This is the focus of whole school CPD and training. ZHA is working on improving the sharpness of what is meant by expected progress with younger students.</p> <p>The long-term school improvement plan is to lift the level of whole school learning.</p> <p>RS: What data can we interrogate to see if the plan is working?</p> <p>ZHA: Currently working on refining our recording so that we can be aware of the gaps between students with SEND .</p> <p>LMA: Support and Challenge partner report is also an indicator which confirms that the right things are happening in KS£.</p>
10	<p>Curriculum and Staffing (2023/2024)</p> <ul style="list-style-type: none"> ● RPA: Governors need to be confident that the average child in Year 11 will leave with 9 GCSEs.
11	<p>Link Governor Report:</p> <ul style="list-style-type: none"> ● Comms Link : Clerk to the Governor role discussed. <p>Overall the team doing well. The website is OFSTED ready and an RLT audit has been completed and actions completed.</p> <p><i>Action: SEND and Health and Safety link governor reports for next meeting.</i></p>
12.	<p>Data Dashboard</p> <ul style="list-style-type: none"> ● CBR has been working with RLT to create data dashboards including comparison data from other schools. ● Subject versions being created so that HOFs can interrogate the date. ● RLT Live Data: Attendance and demographic information for all RLT secondary schools. We are coded as CSC. ● CBR headlines: We spoke at the end of Term2 about the increase in Term 1 to Term 2 negative behaviour points. Term 3 data is much more in line with T1 data. <p>(ASK CBR to share headline docs)</p> <p>ASC days: T3 numbers lower than T1.</p> <p>Suspensions: Fewer suspensions than T2.</p> <p>New mobile phone strategy has been very successful with a very small minority who are defiant.</p> <p>Negative incidents are lower than T2.</p> <p>Number of incidents of defiance are higher than T2. Mobile phones probably feed into this. About 25 students are those who could easily be in AP, but we don't have space for them. We're working to see if there are other providers/charities we can work with to bring in additional support and interventions.</p> <p>Year 9 remains a concern outside of lessons. Year 8 students are a concern in lessons.</p> <p>Governors asked for details of serious incidents: 1 serious safeguarding incident and 1 serious fight, both happened when students should have been in lessons.</p> <p>Lesson learnt: We need to stop students being out of lessons.</p> <ul style="list-style-type: none"> ● Priorities for next term: <ul style="list-style-type: none"> Punctuality Celebrating successes Tackling defiance.

	<ul style="list-style-type: none"> ● RPA: Work to toilets will help improve safety and potential for lurking. Some toilets are now being locked during lesson times.
13	<p>Staffing (RPA)</p> <ul style="list-style-type: none"> ● Very little movement on staffing since the last LGB meeting. <p>JMC: This academic year : 16 support staff leavers and 9 teaching staff who have given notice.</p> <ul style="list-style-type: none"> ● New starters: 30 support staff and 24 teaching staff. ● New school wellbeing champions: Dhruvika Mehta and Jon Matthews
14	<p>Governor Training</p> <p><i>Action: Record on this spreadsheet</i></p>
15	<p>Governor Recruitment</p> <p><i>Action: Advertise for additional community Governors</i></p>
17b	<p>Charging and Remissions Policy</p> <ul style="list-style-type: none"> ● Cannot charge parents for essential trips. The cost of these trips needs to be built into the departmental budget. <p><i>Action: Feedback on Charging and Remissions Policy by end of Feb.</i></p>