



Cheney School
Non-confidential minutes of Full Governing Body Meeting
In-person meeting held on Monday 27 March 2023

Present:	Richard Stamper (RS) Max Kelly (MK) Mo Kamuss (MK) Rob Pavay (RP) Gary Morris-Iveson (GMI) Sarah Bedding (SB) Chris Smowton (CS)
Apologies:	Catherine Chester Claire Edwards Usman Nasir
In Attendance:	Louise Elias (LEL) Zoe Hamilton (ZHA) Tom Haines (THN) Jodie McMinn (JMC) Charlotte Broom (CBR) Emma Hart (EHA) Rob Bown (RBO)
Apologies:	Jess Rogers (JR) Alison Kahn (AK) Shajaat Hussain (SH)

1	Welcome and Apologies CS (local councillor) joining the Governing Body
2	Appointing Link Governors a) <u>Attendance link governor</u> needed. Lucy Payne has been appointed on a Secondment to SLT to lead Attendance. <i>ACTION: RS to approach SH about the role.</i>

	<p>b) The work the school is doing for disadvantaged students is closely aligned to that of the work with SEND students. Sarah Bedding is happy to take on this slightly wider role.</p> <p><i>Action: Sarah Bedding will take on the Disadvantaged Student Governor link role. Review at the end of the Academic Year</i></p>
4	<p>Approval of Minutes from meeting on 16/02/2023 Approved</p> <p>Review Actions. Prevent Training for Governors Health and Safety Report</p>
5	<p>Safeguarding. Q: When looking at the numbers in the report, are these comparable to other RLT schools? <i>Action: THN to find out if there are comparables.</i></p> <p>RPA Lots of work being done on bullying and making reporting and messaging much clearer this year. Follow up student voice has reflected that the system has improved and people are more aware of how to report and what happens when something is reported. <i>Action: Add item on Student voice to next Agenda</i></p> <p>CBR and THN have been in touch with everyone who has reported bullying to find out whether the issue has been resolved.</p> <p>THN bullying button has been there throughout the year and has the ability to allow people to report concerns anonymously.</p> <p>RS In summary, there is the usual struggle to get support from outside agencies but nothing unusually concerning about the numbers.</p>
6	<p><u>Careers provision and policies</u></p> <p>RBO explained the guidance behind our careers programme; Gatsby benchmarks which focus on having career advice, workplace experience, labour market information etc. Experience of workplaces.</p> <p>Various steps of our careers programme are underway. E.g Year 7 have done the NHS programme, making them aware of various roles within the NHS.</p> <p>Links between GCSEs and jobs in the future - getting children to think about their relationship. Work experience, careers fair, input from Careers advisor. Further information on the careers section of the website. Mock interviews planned for Friday 14 July.</p> <p>CE Do they get support and coaching for interviews as well as the mock interviews?</p>

	<p>RPA Careers is a bit part of the enrichment programme for Year 9, 10 and 11 and this is built into that. It's about their first job as well as long-term career prospects.</p> <p>Sixth formers go for university interviews and training.</p> <p>RS What about degree level apprenticeships</p> <p>RPA Applying for these will be part of UCAS and is VBEs area of focus.</p>
7	<p>2023 Transition Information:</p> <p>EHA High number of first preferences for Cheney. Most families who have been offered a place have accepted and there are several appeals in progress. Ongoing visits to local schools are being conducted. So far, there are 13 named EHCP students (last year it was 6), many of them have already been contacted.</p> <p>This year's tracker includes how many school moves a student has had. Similar numbers from primary schools as previous years.</p> <p>CE is there a limit to the number of EHCPs?</p> <p>EH No.</p> <p>RS Do you know how complex they are?</p> <p>EH Meetings with primary school have already identified several students working at a Year 1 and 2 level.</p> <p>RS Is there a change to the transition events?</p> <p>EH No. The programme is nearly the same, we've had good feedback on our transition process, especially for those students who need 'enhanced transition' which might include additional visits for the child or the family, extra visits with their SENCO and others will follow the 2 transition days. Hoping to run Summer School a week in the last week of July for 100 students. Places allocated first to students who needed enhanced transition.</p> <p>CS Do people come to Cheney with EHCPs from outside of catchment.</p> <p>RPA Yes, the provision we have created means that people actively chose it.</p>
8	<p>Review of Finances and Resources</p> <p><u>Management Accounts</u></p> <p>Headlines: New Finance Manager starting 19 April. Overall, we're in a good position with a slightly better out-turn than expected. This is due to an increase in the mainstream grant, funding for Ukrainian students, funding for the extra class in the current Year 7 and additional catering income. Focus now is on where we're heading next year. 4.4% increase in GAG funding which comes with increased staff funding award of approx 6% for teaching and 8% for support staff + inflation.</p>

High needs students : OCC have got permission to retain % of funding to support schools with provision. This means a reduced income of £133k in expected funding for next year.

Action: Schedule a meeting of the Resources Committee (MK, AK, GMI and RPA).
This committee will be able to give Input on the draft budget before it goes to RLT.

During the RLT Governor board meeting, it was clear that there are other RLT schools in a much worse position than we are. We have healthy reserves which are buoyed up by our lettings.

Summer works: Still no information from the Trust about funding for works. Guaranteed amount is £90k which would only cover routine maintenance. We are hoping to split planned summer works with RLT (approx £500k total) for improvements to toilets and Wainwright windows. Given what we have heard, it would be unwise to commit a large amount of our free reserves on improvements. Building improvement works will stall and be more expensive to repair/renovate when they are eventually done. Hope to get a degree of transparency about how much is in the central pot and how it is spent.

RS How would you spend half of the free reserves that are expected at the end of the year.

RPA It is not unlikely that we will need to spend some reserves on running costs. More time and information is needed and has to be approved by the trustees. Still awaiting feedback on the condition survey that happened 4 months ago.

Governors noted that they are concerned about how long it's taking the Trust to provide information which means there is a high risk of not being able to do any significant work in the Summer.

Action : RS to write an email to Trust expressing Governors concern about lack of information = lack of ability to plan and book Summer works.

CS Is the increase in price of heating/electricity the main impact of inflation?

JMC Yes but there are also increased costs for catering and school supplies. Approx 75% of the school's cost is pay.

HR Audit Update:

Working our way through all of the outstanding issues and moving onto ongoing our duty of care rather than urgent Safeguarding concerns around record-keeping.

	<p>New HR manager has started and is very enthusiastic. Work is being done on processes so that moving forward we don't create gaps again. Visitor process is much tighter and an electronic visitor sign in system is in testing and should be installed over the Easter holidays.</p>
9.	<p>SIP <u>Attendance</u> is the one area where we're making slow progress. It's a national problem and it will take time to bring it back up to pre-COVID levels.</p> <p>Good news regarding our pilot of 2 hour truancy detentions. Truancy down 50% in the first week. Relentless and consistent work from all staff, especially CBR. E.g. w/c 6 March 200 incidents, last week 100 incidents. Condensed to a smaller number of our high-profile students. There will be an associated spike in suspension as that is the next sanction.</p> <p><u>Governor visit 20 March 2023:</u> Feedback: MK bore out what was shown in the figures. Seeing the reality of the behaviour. CE It was a good visit. Do our visits negate the need for an Impact Committee? RLT would like us to have an impact committee. <i>Action : ADA Impact committee checklists are covered?</i></p>
12	<p>Link Governor Reports CE Sixth Form visit : potential concern for Year 12 attendance which has been resolved by a new system of taking a register taken at 9am for sixth form students not in a lesson. 2 week tracking for students whose attendance is dropping. Increase in teaching hours has had a positive impact on students.</p> <p>RS: H&S : Additional member of staff in the team. Progress on closing out actions is a bit slow. Record keeping is a bit haphazard and it's not always obvious where things are. General safeguarding is ok.</p>
13	<p>Staffing We are working on a report to extract accurate data on staff sickness. There has been a small spike in staff absences in the last couple of weeks. HR getting on top of sickness absence procedures and staff of concern recording.</p> <p>Leavers/Joiners: Nothing to report.</p>
14	<p>Policies</p>

	<p><u>Admissions policy</u> should have been agreed by February 28th 2023. <i>Action : Review admissions policy and send any comments to Anu Dawson</i></p> <p><u>Attendance policy</u>: Hoping to add a clause specifying the number of days sickness absence will be authorised i.e. After a certain point, self-certified sickness will no longer be authorised. Minimum acceptable attendance is 95%. Hopefully this will provide clarity for parents.</p> <p>Discussion : Add something to the google form indicating that there will be contact made after 9 days of sickness absence. Bring it back for approval at the next LGB or circulate via email.</p> <p>RS review of RSE policy needed in response to concerns expressed in emails to school. <i>Action : Review RSE policy and make sure teaching aligns with guidance.</i></p>
AOB	<p><u>Term dates 2024-2025</u> : Approved</p>