



**GREAT TORRINGTON SCHOOL
Academy Trust**

Company Number 769819. A Company Limited by Guarantee, Registered in England

<u>GOVERNORS' BOARD MEETING</u>				
Date	Monday, 7 th October 2013		Time / Location	* 4.30 for Presentation *5:00 pm L5
Potential Attendees	Initials	Position	Comments	
Michael Bamborough	MB	Member Appointed Governor (Chairman)	Present	
Sarah Almey	SA	Member Appointed Governor (Vice Chair)	Present	
Tracey Amos	TA	Head Teacher	Present	
Sue Bates	SB	Parent Governor	Present	
Laraine Bridger	LB	Parent Governor	Present	
David Cobbledick	DC	Member Appointed Governor	Apologies	
Marten Gallagher	MG	Parent Governor	Present	
Pat Grimwood-Taylor	PGT	Member Appointed Governor	Present	
Amanda Hornsby	AH	Staff Governor (Non Teaching)	Present	
Lorraine Kenneally	LK	Parent Governor	Apologies	
Mark Pluckrose	MP	Staff Governor (Teaching)	Present	
Jo Simpson	JSi	Co-opted Governor	Apologies	
Peter Villiers	PJV	Co-opted Governor	Present	
Tim Watson	TW	Member Appointed Governor	Apologies	
Jacqui Whiteman	JSW	Non Governor - Visitor (Deputy Headteacher)	Present	
Vacancy		Parent Governor	-	
Vacancy		Co-opted Governor	-	
Rose Elliott	RE	Clerk to Governing Board	Present	

MINUTES

*4.30pm – 5.30pm	First Presentation	<p>Present: Polly Matthews Assistant Headteacher, PGT, AH, MB, PV, TRA, LB, SB, MG, RE.</p> <p>David Archer, Pupil Inclusion Officer, attended to inform the Governors about the process of the Exclusion of Pupils.</p> <p>He said that part of his role is to support schools, families, students at risk and Governors on matters concerning potential exclusion of pupils. David brought copies of the latest DfE 'Guide to Exclusion' for the benefit of those Governors with legal responsibilities with regard to sitting on panels that decide on pupil exclusions.</p> <p>He started by making it clear that the Headteacher, or her designated representative should she be absent, is the only one with the power to exclude a pupil.</p> <p>The role of the Governors is to review this decision when required but they can only say whether or not they agree with the Head's decision and cannot change the fact of the exclusion. Their decision is recorded on the school file.</p> <p>The summary of the Governing Body's duty to review is set out in Annex A to the guide [copy attached]. An Inclusion Officer would be available to attend a review meeting. David referred to page 5, paragraph 3.5, which</p>	I
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	<p>Second Presentation</p>	<p>states that decisions should be rational, reasonable, fair and proportionate. A “balance of probabilities” belief is the standard not “beyond reasonable doubt”. The worst scenario is if an independent review panel find that the Governing Body’s decision to uphold an exclusion is flawed and the Governors refuse to reinstate the pupil. In that case a financial penalty of £4,000 could be levied, which would be transferred from the GTS budget to the new educational establishment in order to be put towards the continuing education of the excluded pupil [paragraph 2, seventh bullet point] .</p> <p>In answer to specific questions David confirmed that a Headteacher can take action based on behaviour on or off the school site and inside or outside of the school day, where this has an adverse effect on the running of the school and/or on the learning of other pupils. Examples of this might be when a pupil is travelling to or from school on a school bus or when on a school trip. The effect of cyber bullying could also fall within this category.</p> <p>It was noted that the Authority does have a tracking record of notified exclusions.</p> <p>David left the meeting at 5.07 pm.</p> <p>Examination Results 2013 Polly Matthews.</p> <p>The template of the T&L presentation had been sent to Governors in advance. Polly gave a more detailed presentation, copy attached with updated information.</p> <p>Governors noted the 84% pass rate for A* - C that was the highest ever achieved at GTS. The national figure for pass rates including Eng & Maths has yet to be confirmed. Polly and JSW referred to changes in pass marks for exams for this year; also analysis showed that it appeared easier to gain a C grade in the separate English language and literature exams than the single English at the foundation level. The national pass rate for foundation was 24% and we achieved 27% this year. Under Mr Gove’s move for “rigour” the last two years have seen a grade boundary moved upward by over 20%.</p> <p>There was information sharing about patterns of exam entry including and excluding English Literature. Ofsted have been measuring 3 levels of progress but in future this will change to 4 levels. Our value added figures show progress made considering our starting point. We are at 1002 and 1000 is considered high.</p> <p>We have house results for the first time and we will be exploring the significance of these bearing in mind that there is no real difference in pupil allocations. EVER6 is the heading for those who have been in receipt of free school meals in the past six years. We should continue to do our best to encourage all who may qualify for these to apply as this brings additional funds in to school to support the development of those concerned.</p> <p>The introduction of the cashless catering will help to keep the anonymity of those who receive meals free. All SEN groups were up on last year. We aim to have small residuals when comparing how well pupils did compared to other subjects. There are only 5 greater than minus 1 and 1 point is equal to a sixth of a grade; this means ours are very small. Our</p>	<p> </p>
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2013-14/ GOV/07	Minutes of Committee Meetings	<p>SA proposed the recommended Terms of Reference from the Curriculum Committee which included a re-designation as the Teaching and Learning Committee. These were agreed. It was noted that the minutes from the July meeting require formal adoption at the next meeting.</p> <p>MB proposed the recommended Terms of Reference from the Personnel Committee for adoption. These were agreed. An amendment to the draft minutes was proposed and agreed; Clerk to action.</p> <p>Policy No.16. Safeguarding and Child Protection plus Appendix 16A was agreed for adoption.</p> <p>In the absence of DC, MB gave a short summary of the current outcome of negotiation carried out between the Premises Committee and a commercial company that wished to run some electrical cables across our sports pitches. MB thanked DC for his follow up on this matter that should result in GTS being fitted with some solar panels in lieu of a (small) payment. The Terms of Reference for the Premises Committee were recommended for adoption and were agreed.</p> <p>The Terms of Reference recommended for adoption by the Finance Committee were agreed. It was noted that the budget had been balance for this year and the school has a reserve. However, as we are down 50 pupils next year, our credit balance may be needed to meet a funding shortfall from next year. TRA confirmed there have been several strong letters sent seeking to resolve the ROC capital budget issues but this is still in the hands of the receivers and we have no news.</p> <p>The Lettings Policy was agreed as recommended by the Committee.</p> <p>The Terms of Reference recommended for adoption by the PCRB Committee were agreed.</p> <p>SA, PV and SB agreed to serve as Appeal Committee members should it be necessary for this Committee to meet. The First Committee remains as before for Pupil issues.</p>	<p>D</p> <p>D</p> <p>D</p> <p>RE</p> <p>D</p> <p>T</p> <p>I</p> <p>D</p> <p>D</p> <p>I</p> <p>D</p> <p>D</p> <p>D</p>
2013-14/ GOV/08	Report of the Headteacher	<p>TRA had sent out her report in advance.</p> <p>Behaviour. TRA reported a general reduction in exclusions. The 2 permanent exclusions were not “our” pupils and would have been excluded had they stayed in their original school. The process as outlined by the Pupil Inclusion Officer earlier had been followed. The matter went to an independent review hearing. TRA added that this process took up months of her time this year.</p> <p>Attendance is very good at 95%.</p> <p>Pupil numbers. 166 left and 126 joined in years 7 and 8. The impact of Route 39 is a loss of 4 or 5 new starters and 3 from Yr8.</p> <p>Attainment. TRA referred to recent events occurring both as stated in her report and since. Last Sunday a change in government policy, as released in the Sunday Telegraph newspaper, stated that in future the result obtained by a pupil in their first sitting of any exam will be the one that counts in determining a school’s position on the league table. This meant the results obtained by our early entries in English were in danger of being capped. By Monday it was published on the DfE website and that the change to the ruling applied from 29th September. If a pupil re-sits any paper the highest grade obtained by them can count in their own favour but not their school’s. More and more schools have been making early and multiple entries to seek to help as many pupils as possible achieve at least a grade C in English and Maths. We decided to make early entries this year for the first time. With the terminal exams some pupils could sit as many as 25 papers in a short time. At present 43% of our new Yr 11 have passed their English GCSE; since the 29th October decree we have re-evaluated the situation and some will not be put in for the same exam again. Maths has been evaluated similarly. Last year differences in pass rates between exam boards showed that one board have passed 14 more</p>	<p>I</p> <p>I</p> <p>I</p> <p>I</p>

		<p>pupils than the other.</p> <p>We have a long term policy commencing with curriculum change in Yr 7. iRIS is being used more than initially envisaged and we have a full enrichment and intervention programme leading up to enhanced provision throughout the School.</p> <p>Governors asked questions to ensure they each understood the issues and TRA explained about floor standards. Governors supported the view of TRA that we continue to enter pupils for examinations based on what is best for the pupil.</p> <p>The following proposal was made [MG]; <i>This Governing Body expects the school, and extends the professional freedom to its Headteacher and teaching staff, to apply early entry and/or multiple entry for examinations in a manner that is best for the educational achievement of our students - notwithstanding any Department of Education (or Government) policy that may use examination results to compile league tables and/or judge the school's results in progress and/or attainment (such as, but not exclusively, 'floor standards'). This Governing Body places the interests of its students, their learning and achievement above any other interests.</i></p> <p>This was seconded [SA] and unanimously adopted by the Governors. TRA thanked governors for their support and will relay this to the staff.</p> <p>Teachers' Strike. TRA mentioned another major issue facing the school; a proposed strike by teachers on 17th October. TRA gave some background details and JSW gave out a paper [copy attached]. Again governors asked questions to ensure they understood the issues. The biggest concern being how to ensure the health and safety of pupils attending on that day.</p> <p>PGT proposed that in light of safety concerns, on 17th October TRA close the school to pupils but that it was to remain open to staff members who did not wish to participate in any industrial action. The proposal was seconded [MB] and agreed by those eligible to vote.</p>	I I D I D
2013-14/ GOV/09	Policies for Adoption	<p>MG proposed the Admissions Policy 2014-15, as sent in advance, should be adopted; this was seconded [SB] and agreed.</p> <p>MB proposed the Business Continuity Plan should be adopted; this was seconded [SA] and agreed.</p>	D D
2013-14/ GOV/10	Items Brought Forward Through the Chairman	<p>In answer to a question TRA reported that the Open Days for Years 5 & 6 pupils from our feeder schools had had an incredibly positive response. A number of parents, who had done the rounds of the schools, mentioned that although they had initially thought of registering elsewhere they were seriously considering registering their children here as a result of their attendance at an Open Day.</p> <p>Thanks to the pupils and staff members who had been involved in these days.</p>	I T
2013-14/ GOV/11	Dates & Times of Meetings	<p style="text-align: center;">2013</p> <p>Curriculum, Meeting Room 1, Monday 2nd Dec at 5.00 pm</p> <p>Personnel, HT's Office, Tuesday 3rd Dec at 5.00 pm</p> <p>Premises/Finance, HT's Office, Monday 9th Dec at 5.00pm</p> <p>Full Governors' Meeting, L5, Monday 16th December at 5.00pm, including presentation of the accounts at 4.30pm.</p>	I