

**GREAT
TORRINGTON
SCHOOL**

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GOVERNORS' BOARD MEETING

Date	Monday, 8 th December 2014	Time / Location	* 4.30 for Presentation *5:00 pm L7
Potential Attendees	Initials	Position	Comments
Michael Bamborough	MB	Member Appointed Governor	Present
Sarah Almey	SA	Member Appointed Governor	Apologies
Tracey Amos	TA	Head Teacher	Apologies
Sue Bates	SB	Parent Governor	Present
Laraine Bridger	LB	Parent Governor	Present
David Cobbledick	DC	Member Appointed Governor	Present
Vacancy		Parent Governor x 2	-
Pat Grimwood-Taylor	PGT	Member Appointed Governor	Present
Simon Robilliard	SR	Staff Governor (Non Teaching)	Present
Hannah Pettifer	HP	Staff Governor (Teaching)	Present
Karen Reeves	KR	Parent Governor	Present
Vacancy		Co-opted Governor x 2	-
Peter Villiers	PV	Co-opted Governor	Present
Vacancy		Member Appointed Governor	-
Jacqui Whiteman	JSW	Non Governor - Visitor (Deputy Headteacher)	Present
Rose Elliott	RE	Clerk to Governing Board	Present

MINUTES

	Presentation *4.30pm – 5.00pm	Teaching and Learning and the use of IRIS in the School. John Stanier and Gill Clayton gave presentations on these topics for the Governors who also took the opportunity to ask questions. It was unfortunate that there had been technical problems with the IRIS system earlier which compromised the planned presentation somewhat. Present: PJV, JSW, DC, MB, KR, HP, PGT, SR, SB, RE.	I I
2014-15/ GOV/17	Apologies	Apologies were received from TRA and SA [work related]; these were sanctioned.	I D
2014-15/ GOV/18	Conflicts of Interest	None stated for this meeting; see also minute 19 below.	I
2014-15/	Governor Matters	PJV welcomed Simon Robilliard [SR] to his first Full Governing Body meeting and encouraged him to contribute to the discussions.	I

GOV/19		<p>Governors each signed their new style business declaration forms copies of which had been sent in advance with the Code of Conduct; this was also signed by those present.</p> <p>Vacancies.</p> <p>PJV reported the person who had been considering joining the governing body as a Co-opted Governor could not attend at the times of day required due to work commitments.</p> <p>One parent [R Hemsworth] has been nominated for a Parent Governor vacancy; the closing date is 16th December.</p> <p>House links to be confirmed at the next meeting.</p> <p>New Curriculum links were agreed as follows: SEN and pupil attendance - PJV Child Protection, Safeguarding and Looked After Children – KR Health [Sport, PE, Food] – PGT Link vacancies remain in Maths, Design, Performing Arts and Communications.</p>	<p>I</p> <p>I</p> <p>I</p> <p>RE PJV RE</p> <p>D I</p>
2014-15/ GOV/24	Attendance Policy	<p>No.2 the Attendance Policy, as sent in advance, was presented for adoption by ABL. ABL explained the aims and objectives of the policy. He confirmed there is no retrospective approval facility and that the policy reflects the government's change to the status of holidays in term-time. In answer to a question he confirmed that pupils are only allowed off the premises at lunchtime with specific approval in advance. SB queried the validity of the absence data and quoted a recent example. JSW gave a response and ABL agreed to check the system for a potential glitch. HP received a call, apologised and left the meeting.</p> <p>PJV, as Chair, agreed to be the designated absence monitoring governor. ABL invited PJV to attend the Tuesday morning meetings with the Education Welfare Officer [EWO].</p> <p>Governors agreed to adopt the new Attendance Policy as presented. ABL left the meeting.</p>	<p>I</p> <p>I</p> <p>C</p> <p>I</p> <p>PJV</p> <p>D</p>
2014-15/ GOV/20	Minutes of the Last Meetings	<p>PGT proposed the Minutes of the meetings held on 13th October 2014 should be agreed as a true record, SA seconded; the proposal was agreed.</p>	<p>D</p>
2014-15/ GOV/21	Matters Arising not on the Agenda	<p>None.</p>	<p>I</p>
2014-15/ GOV/22	Decisions and Recommendations from Committees	<p>The Terms of Reference from PCRB Committee were recommended for adoption; these were agreed.</p> <p>Teaching & Learning. No questions for SA in relation to the draft minutes sent in advance of this meeting. It was noted that the pupil achievement Targets had been agreed then signed by PJV. PGT confirmed that she had written an item outlining the successes of GTS and submitted it for publication in the local media. PGT also suggested we use the {Parent Forum?} as a promotional tool.</p> <p>Personnel. No questions for MB in relation to the draft minutes sent in advance of this meeting. It was noted that PGT is now Vice Chair of the Personnel Committee; the TORs will be amended accordingly. JSW adds that a replacement science teacher has been appointed from January. This teacher had other options but chose to come here.</p> <p>Premises. No questions for DC in relation to the draft minutes sent</p>	<p>R D</p> <p>I</p> <p>I I RE</p> <p>I</p> <p>I</p>

		in advance of this meeting. Finance – DC proposed acceptance of the Final 2013-14 Accounts as recommended by Finance Committee; this was agreed by all. DC proposed the adoption of the Finance Policy as recommended by Finance Committee; this was agreed by all. DC also wished all Governors to understand that this is the first year GTS has set a deficit budget. He also pointed out that we have held large reserves which will decrease significantly in the short term as we seek to maintain an appropriate staffing complement through a demographic dip not expected to end until 2020.	D D I I
2014-15/ GOV/23	School Improvement Plan	JSW presented the latest version of the Improvement Plan in detail, copy on file, the red text shows amendments made today but yet to be sanctioned by TRA. Acronym beater L&M Leadership and Management RI Reducing Inconsistencies ISR In School Residuals TIP Team Improvement Plan CIP Consistencies in Professionalism SOW Schemes of Work JSW also gave out analyses of GTS results based on each pupil's best result and each pupil's first result in each case GTS sits in the best quartile where the axes are quality and quantity. This was accompanied by an unpacking Progress 8 draft guidance document and a five page data sheet from the FFT aspire governor dashboard. JSW gave information regarding the key and mentioned the unusual low status of the statemented pupils who have formerly been a strength, although this time they were also mainly boys. This is a focus in the Improvement Plan. 6.40pm	I I I I I
2014-15/ GOV/25	Governor Training	Due to the hour PJV deferred this item to the next meeting.	I
2014-15/ GOV/26	Items Brought Through the Chair	None.	I
2014-15/ GOV/27	Dates & Times of Meetings	2015 Teaching & Learning , Meeting Room 1, Monday 5 th January at 5.00 pm Personnel , HT's Office, Tuesday 6 th January at 5.00 pm Premises/Finance , HT's Office, Monday 12 th Jan at 5.00pm Full Governors' Meeting , L5, Monday 19 th January at 5.00pm, preceded by a presentation at 4.30pm.	I

The meeting closed at 7.05 pm