

**GREAT  
TORRINGTON  
SCHOOL**  
Academy Trust  
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**GOVERNORS' BOARD MEETING**

Date	Monday, 9 <sup>th</sup> March 2015	Time / Location	* 4.30 for Presentation *5:00 pm L7
Potential Attendees	Initials	Position	Comments
Peter Villiers	PV	Co-opted Governor (Chair of Governors)	Present
Sarah Almey	SA	Member Appointed Governor	Present
Tracey Amos	TA	Head Teacher	Present
Michael Bamborough	MB	Member Appointed Governor	Present
Sue Bates	SB	Parent Governor	Apologies
Laraine Bridger	LB	Parent Governor	Apologies
David Cobbledick	DC	Member Appointed Governor	Apologies
Robert Hemsworth	RH	Parent Governor	Present
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	-
Vacancy		Member Appointed Governor	-
Vacancy		Parent Governor	-
Jacqui Whiteman	JSW	Non Governor - (Deputy Headteacher)	-
Paul Jarrett, Ian Newberry		Prospective Governors -Visitors	Present
Rose Elliott	RE	Clerk to Governing Board	Present

## MINUTES

	<b>Presentation</b> *4.30pm – 5.00pm	JSW gave a presentation, copy on file. Governors were encouraged to ask questions as the presentation unfolded; they took advantage of this offer.	I
2014-15/ GOV/39	<b>Apologies</b>	Apologies had been received from DC, SB and LB; these were sanctioned.	I D
2014-15/ GOV/40	<b>Conflicts of Interest</b>	No conflicts of interests were declared regarding this agenda and no changes reported to governors' latest statement of business interest declaration.	I
2014-15/ GOV/41	<b>Governor Matters</b>	<p><b>Vacancies</b> PJV reported that there had been two nominations for our Parent Governor vacancy. Introductory statements had been received from Mr Paul Jarrett and Mr Ian Newberry. It was proposed that Mr Jarrett should be appointed as a CoOpted Governor; this was seconded and agreed. There being no need for an election it was agreed that Mr Newberry should be appointed as a Parent Governor. Both gentlemen were welcomed to the meeting as prospective governors; their appointments date from 10<sup>th</sup> March 2015 for 4 years.</p> <p><b>Administration.</b> House links were agreed as follows based on family connections: PJ Resolution IN Endurance PGT agreed to move to Endeavour as she had no family connections to take into consideration. It was arranged that PJ would join Premises and Finance Committees and link with Communications/ ICT/MFL and IN would join Personnel Committee and link with Performing Arts/ Drama/Music.</p>	I D D I I  D D D D D
2014-15/ GOV/42	<b>Minutes of the Last Meeting</b>	Minutes of the meetings held on 19th January 2015 were reviewed. PGT Proposed these be accepted as a true record; RH seconded and the proposal was agreed.	D
2014-15/ GOV/43	<b>Matters Arising not on the Agenda</b>	There were no matters arising from the previous minutes which are not covered by the agenda items below.	I
2014-15/ GOV/44	<b>Decisions and Recommendations</b>	No decisions to report from <b>Teaching &amp; Learning</b> . SA wished Governors to note that in their T&L monitoring role the Committee had asked for an interim report next term for Performing Arts regarding progress towards their action plan. MB reported the recommendation from <b>Personnel</b> to Finance had been approved to seek to enable TRA to address	I  I

	<b>from Committees</b>	<p>our key subject recruitment difficulties should this prove necessary to attract a suitably qualified/experienced teacher of English or Maths. The decisions to adopt two reviewed policies [Complaints and Pay] were noted. It was also agreed to adopt both the Complaints Procedure and the Redundancy Policy recommended by Personnel Committee.</p> <p><b>Premises.</b> MB adds a copy of the amended Emergency Plan has been sent to Solomon Singh with a map to show how his staff will be expected to operate should the plan need to be put into operation.</p> <p>There was a suggestion for a # tag to be added to the minibus [Great Kids Great Torrington]</p> <p><b>Finance.</b> Governors agreed the recommended changes to the Finance Committee Terms of Reference and noted the decisions made by the Committee.</p> <p>RH enquired on the progress of the engineering project. DC had requested further information in Committee and he has been away so nothing more to report at present.</p>	I I I D I
2014-15/ GOV/45	<b>Report of the Headteacher and Feedback from Sponsoring Academies Meeting</b>	<p>TRA presented her Report, copy on file. Each section was taken separately and comments sought and made as TRA went along.</p> <p>PJV agreed to send a letter, on behalf of Governors to central office or similar regarding the apparent lack of response/support from Geoffrey Cox for our ventures when other schools have been given the go ahead for their plans. We are the poorest funded and at 75 years old have very high maintenance costs.</p> <p>RH and SR agreed to attend the TLC meeting on 19<sup>th</sup> May.</p> <p>TRA explained the background to the strategic options and choices facing GTS on the light of her various meetings and discussions with Sir David Carter, regional commissioner for education; and a wide-ranging discussion followed.</p> <p>Peter Villiers attempted to summarise our position as follows.</p> <p>1 To remain as we are, an 11-16 academy for Torrington and area alone, would be the simplest and safest option but does not suit the spirit of the times. We need to shape our new future or have it imposed upon us.</p> <p>2 To create a multi-academy trust by forming a much closer relationship with our feeder primary schools is a desirable and feasible option.</p> <p>3 To go further than 2, by linking ourselves to a secondary school or college in this area which may be failing , would be an enormous challenge, the implications of which cannot be fully predicted at this stage. Would we then become one institution with two or more sites? Would we need an executive head, and an expanded governing body? Would we be able to maintain our success as under option 1? Option 3 would, perhaps, guarantee our financial future, enable us to expand our teaching options, and attract staff to a new and dynamic enterprise, offering the full range of</p>	I PJV RH,SR I I I

		teaching opportunities from 11 to 18 (or should I say, 5 to 18.) However, it is we who need to decide our future, rather than have it imposed upon us! No decision was expected or made at this meeting.	6.40pm HP apologises and leaves.	I
2014-15/ GOV/46	<b>Governor Training</b>	PJV confirmed that the session for Governors will take place at School on Monday 13 April from 1000 to 1600. A full, challenging and enjoyable programme will be addressed. Thank you for agreeing to take part. Other training opportunities: GTS subscribes to Babcock training services which offers a wide range of courses for governors and clerks. PJV has attended three, and the third, on developments of law in education, was of outstanding value. He encouraged other governors to consider the options available. Law in education was staged by our lawyers, Browne Jacobson, at St James school in Exeter - a comparable school to ours, as it has about 700 pupils, from 11 to 16. The buildings are outstanding and were built under PFI - the private finance initiative. The highlight of the conference for your chairman was the presentation and discussion of the promotion of British values in our schools. This is the hot topic at the moment, and Ofsted will be very keen on seeing how we promote British values, which were listed as democracy, respect for the rule of law, fairness, tolerance of other points of view and cultures, and other values. PJV believes that we already do a great deal to promote these values at GTS, and will be very interested to discuss ways and means of taking this issue further, hopefully on 13 April as well as on other occasions. This issue may sound highfalutin. Is it? We shall see!		I  I  I
2014-15/ GOV/47	<b>Policies for Adoption</b>	This item was taken after item 44 to allow ABL to leave when completed. ABL brought two Policies for adoption; he presented each one separately. <b>Admissions Policy 2016-17.</b> ABL had consulted with DCC on the proposed changes to our existing policy. The main change is to raise the PAN [Planned Admission Number] from 150 to 160. 160 fits better with our vertical grouping structure, there is also contingency for pupils who change within an academic year. ABL added that we are not limited to 160. <b>Governors agreed to adopt this policy as presented.</b> In answer to a question from a new Governor ABL outlined the history, current position and projected intake figures. He mentioned that in year admissions seem high at the moment and that some families are buying properties in our catchment area to ensure admission to GTS. PJ and IN confirmed that in their experience this is a correct statement <b>Safeguarding and Child Protection Policy.</b> ABL was expecting the County Adviser in January and they visited last week so this policy comes out of normal sequence. The proposed policy is based on the County model which has been updated for revised DfE requirements. It highlights the need for Governors to be involved in Safeguarding issues. KR is our named Governor for Safeguarding; she is well qualified to hold this position. Our external expert [J Lake] is very happy with our procedures; ABL is working on making our paperwork as comprehensive as possible. The Policy includes recognition of Child Protection online management system links to SIMS [School Information Management System]. ABL will continue to make his annual report to Governors. PJV requested a flow chart format for Governors on this topic. There was discussion regarding the feasibility of back dating input to the CPoms system. The Adviser will return to audit our arrangements in due course. KR proposed this Policy should be adopted, SR seconded, <b>Governors</b>		I  D  I  I  D

		<b>agreed to adopt this policy as presented.</b> Clerk to send copies of the Polices to Governors.	<b>RE</b>
2014-15/ GOV/48	<b>Items Brought Forward Through the Chairman</b>	Thanks and congratulations to SR and his team of musicians who provided an outstanding event. The feedback from children and parents has been extremely positive. PGT reported that the GTS intermediate team had given a stunning performance at the regional debating event in Tiverton; although they did not win overall GTS received the Chairperson's Prize. In answer to a question from PGT SR feels there is scope for inter house debating and inter house business ventures and community work. There has been a request from the Business Manager to look in to the setting up of a new account to take advantage of lower fees on offer at Toller Beattie in comparison with Foot Anstey this was agreed.	<b>I I C I D</b>
2014-15/ GOV/49	<b>Dates &amp; Times of Meetings</b>	<b>2015</b> <b>Teaching &amp; Learning</b> , Meeting Room 1, Monday 13 <sup>th</sup> April at 5.00 pm <b>Personnel</b> , HT's Office, Tuesday 14 <sup>th</sup> April at 5.00 pm <b>Premises/Finance</b> , HT's Office, Monday 20 <sup>th</sup> April at 5.00pm <b>Full Governors' Meeting</b> , L5, Monday 27 <sup>th</sup> April at 5.00pm, preceded by a presentation at 4.30pm.	

The meeting closed at 6.55 pm

Signed as a true record ..... P J Villiers, Chair of Governors