



GREAT TORRINGTON SCHOOL
Academy Trust

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

All Governors are invited to attend the

FULL GOVERNORS' MEETING

Date	Monday, 11 th June 2012	Time / Location	5:00 pm [4.30 for Presentation] L7
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Potential Attendees	Initials	Position	Comments
Michael Bamborough	MB	Governor (Chairman)	Present
Sarah Almey	SA	Parent Governor (Vice Chair)	Apologies
Tracey Amos	TA	Staff Governor (Head Teacher)	Present
David Cobbledick	DC	Governor	Present
Marten Gallagher	MG	Parent Governor	Apologies
Pat Grimwood-Taylor	PGT	Governor	Apologies
Amanda Hornsby	AH	Staff Governor (Non Teaching)	Present
Lorraine Kenneally	LK	Parent Governor	Present
Jacqueline McLean	JM	Governor	Apologies
Mark Pluckrose	MP	Staff Governor (Teaching)	Apologies
Richard Rumbold	RR	Governor	Present
Jo Simpson	JSi	Governor	Present
Solomon Singh	SSi	Governor	Present
Jo-Anne Stevens	JSt	Parent Governor	Apologies
Sam Stocker	SSt	Governor	Present
Tim Watson	TW	Governor	Present
Rose Elliott	RE	Clerk to Governing Body	Present

MINUTES

	Presentation		
2011-12/GOV/53	Apologies	Apologies were received from PGT [unwell], MP [childcare], SA and JSt [working], MG and JM [away]. JSi and TW expect to be late.	I
2011-12/GOV/54	Conflicts of Interest	No conflicts of interest were declared for this meeting's agenda.	I
2011-12/GOV/55	Minutes of the Last Meeting and Matters Arising not on the Agenda	Minutes of the meeting held on 26 th March 2012 were reviewed and agreed as a true record by those present.	D
2011-12/GOV/56	Minutes of Committee Meetings	The Curriculum Committee meeting had been cancelled due to a clash with the D. Headteacher interviews, some governors attended on that date to meet candidates. The Exam Policy will be held over until the next meeting. See item 61 below. The examinations inspector visited recently and found everything to be in order. Personnel Committee was postponed to immediately prior to Premises & Finance due to TRA's illness.	I

		<p>Premises and Finance meetings were cancelled due to OFSTED.</p> <p>MB asked if there were any matters which therefore had to be dealt with this evening? DC reported that quotes were in for the Maths premises upgrade the Site Manager has recommended that the lowest be accepted. This firm has done work previously at GTS and it was of a good standard and finished on time. IT was proposed [RR], seconded [MB] that this firm be awarded the work and carried unanimously.</p> <p>DC reported that the final audit report had been received. This was accepted and signed by TRA and MB and returned to the Business Manager/Company Secretary for filing.</p> <p>We now need to have a Depreciation and Capitalisation Policy; this had been sent to Committee members. It was proposed [DC], seconded [RR] and agreed, by all, that this be adopted; See item 61 below.</p> <p>DC reported that due to change of personnel amendments were required to the staff members authorised as signatories under the Finance Policy. It was proposed [DC], seconded [RR] and agreed to add A Bloodworth as from tomorrow and the new Deputy Headteacher from September 2012. TW arrives 5.10 pm</p>	I I D I D I D I D D I
2011 -12/ GOV /57	Recruitment	<p>MB and TRA gave feedback from the Deputy Headteacher recruitment process and an update on SLT structure from Sept 2012. All of the five candidates interviewed appeared capable of fulfilling the role of Deputy Headteacher at this school; it was a very strong field and therefore difficult to select two for the final stage. However, during the final stage the person chosen for appointment stood out and subsequently accepted the position. Jacqueline Whiteman has both knowledge and experience of the roles and responsibilities we specified; we look forward to her joining us in September. Jackie will join us for our curriculum event next week and Polly will come again on 9th July. JSi arrives 5.15 pm</p>	I I
2011 -12/ GOV /58	Ofsted Feedback	<p>TRA reported that she had received a copy of the initial report late this afternoon. She has opportunity to read it and comment on any matters of factual inaccuracy prior to it being subject to final verification by the Inspectors. The report is confidential until verified and published by Ofsted in about five days time; we will then arrange our own press release. As expected the Inspectors worked from our SEF and it was a rigorous process. TRA felt those at GTS had been treated humanely during the process over the two days. TRA made the point that because we have now been inspected judged and graded under the "new framework" it may feel uncomfortable being compared with other schools in the area until they have been subject to the same process.</p>	I
2011 -12/ GOV /59	Report from the Headteacher	<p>TRA apologised that due to her current illness there was no written report for this meeting. TRA had been taken ill prior to the interviews for DH, which she had attended never the less, and had been unwell ever since. However TRA had returned to school as soon as notification of the Ofsted visit was received.</p> <p>TRA referred again to the recent parental comments received for the benefit of those who were not present earlier. Governors [LK], [JSi], [RR], [SSt] fed back specific comments which they had received individually from parents mainly about the vertical grouping but also about the uniform. TRA reported from a letter thanking her for listening to parent's concerns over uniform and amending her plans. AH gave specific information, regarding the quality and positive value for money of uniform items, from her own research. TRA was surprised to hear that some parents felt they had not been consulted as this is on record in the newsletter and on the website. A full consultation has also taken place in school. The School will be working with those who have expressed dissatisfaction to seek to resolve difficulties. TRA is clear that the development of children can be</p>	I I

		undermined if they do not have the opportunity to discover how to deal with change. Pupils will get a letter on Friday from the new Head of Learning and from their new tutor welcoming them into the new structure. They will spend 45 minutes with their new tutor and a fire practice will be held to cement the routes in people's minds. There will also be four days in the new groups at the end of term. Governors wished to record that they support the actions of the Headteacher in these matters to date.	I
2011 -12/ GOV /60	Self Evaluation Review	There has been a line drawn over the previous SEF and TRA has commenced the compilation of a new one as the Ofsted gives us a new baseline to push forward from.	I
2011 -12/ GOV /61	Policy Documents	Depreciation and Capitalisation Policy adopted in item 56 above. Finance Policy signatories amended in Item 56 above. Audit report accepted in Item 56 above.	I I I
2011 -12/ GOV /62	Items Brought Forward Through the Chairman	TRA reported that she had been contacted by Simon Cohen of the Youth Service asking if we are still interested in having a Youth Centre on our land. TRA advised him that this is a matter for Governors. Simon confirmed that our site was one of a number under consideration. After discussion it was the view of Governors that TRA should respond saying that we would not wish to jeopardise Youth provision in Torrington but feel that our site may not be large enough to accommodate a new building. We could consider again if there was nowhere else suitable.	I D
2011 -12/ GOV /63	Dates & Times of Next Meetings	Curriculum , Meeting Room 1, Monday 2nd July 2012 at 5.00 pm Personnel , HT's Office, Wednesday 4th July 2012 at 5.00 pm Premises/Finance , Meeting Room 1, Monday 9th July 2012 at 5.00pm Full Governors' Meeting, L7, Monday 16th July at 5.00pm , preceded by a presentation at 4.30pm	I

The meeting closed at 6.45pm