



**GREAT TORRINGTON SCHOOL
Academy Trust**

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

GOVERNORS' BOARD MEETING

Date	Monday, 14 th July 2014	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	Present
Marten Gallagher	MG	Parent Governor	Absent
Pat Grimwood-Taylor	PGT	Member Appointed Governor	Present
Amanda Hornsby	AH	Staff Governor (Non Teaching)	Present
Lorraine Kenneally	LK	Parent Governor	Present
Hannah Pettifer	HP	Staff Governor (Non Teaching)	Present
Karen Reeves	KR	Parent Governor	Present
Jo Simpson	JSi	Co-Opted Governor	Present
Peter Villiers	PJV	Co-Opted Governor	Present
Vacancy		Member Appointed Governor	Present
Rose Elliott	RE	Clerk to Governing Board	Present

MINUTES

**D marks a Decision, C a Challenge, I Information shared, R denotes a Recommendation T is for Thanks
A is attached, S denotes support.**

2013-14/ GOV/62	Presentation *4.30pm – 5.30pm	<p>ABL delivered the attached Safeguarding Report covering the past academic year. TRA and the Governors extended their thanks to ABL, for a job well done especially considering the changes and additional workload he had to contend with during his supposed year of consolidation. It has been difficult dealing with a service officially operating below the required standard (CYPS in Devon being classed as inadequate by OFSTED). TRA adds that GTS currently has the services of a student counsellor working under supervision which has been a help. Concerns over MASH referrals were noted by Governors. All staff will be undertaking level 2 refresher training on Sept 3rd 2014, Governors are encouraged to attend.</p> <p>ABL took questions. MB asks about our safeguarding audit. We complete the standard safeguarding audit each year and send it away we have not received any feedback. Therefore we have also engaged Babcock to carry out an annual audit.</p> <p>PGT asks what expertise there is for picking up those with eating disorders? ABL says we have applied to have tutors and pupil coaches trained. PGT offers to facilitate a hook in to BEAT in order to research any assistance or support they can recommend. ABL is keen to follow this up.</p> <p>DC noted that 189 pupils had been sent home sick but asks what happens to pupils who need to go home due to illness but no one is available for them at home? TRA says this is a concern but they have to</p>	<p>A T I</p> <p>I I</p> <p>All</p> <p>C</p> <p>C</p> <p>S ABL</p> <p>I</p>
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		wait in and around the medical room. We only have the facilities to offer first aid but it appears that often more is expected due perhaps to the number of working parents. Parent governors give their perspective on this. Thanks were extended to ABL for this comprehensive report. ABL leaves.	I T I
2013-14/ GOV/63	Apologies	None received from MG. All absences require apologies before the event to be considered for sanctioning.	I
2013-14/ GOV/64	Conflicts of Interest	None declared.	I
2013-14/ GOV/65	Governor Matters	MB welcomed Karen Reeves, who was accepted as the new Parent Governor. Karen says that she has two children at GTS. MB adds that she is the HT of Monkleigh School.	D I
2013-14/ GOV/66	Minutes of the Last Meeting	Minutes of the meetings held on 19 th May 2014 were agreed as a true record and signed.	D
2013-14/ GOV/67	Matters Arising not on the Agenda	None.	I
2013-14/ GOV/68	Minutes of Committee Meetings	<p>Teaching and Learning. SA gave a very brief summary of the meeting content. There were no questions.</p> <p>Personnel. MB invited TRA to report. This section of the meeting moved into Part 2 where TRA gave a summary of the Personnel Part 2 minutes. Thanks to JSW and ABL for their considerable input even above the norm throughout the current term in particular. TRA advised Governors the Humanities Troops into Teaching member of staff who has been operating as a TA has come on well and will be starting his training course proper in September. He is being mentored by GC and JS, is very keen and has fitted into our school without difficulty. There is a grant to cover his salary for two years.</p> <p>Premises. Awaiting news on ACMF bid appeal.</p> <p>Finance. For the first time, even with considerable cuts made to date by TRA in liaison with CW and others on SLT and considered at both Personnel and Finance Committees, we are proposing that we set a deficit budget. We are not alone in this certainly there is a real lack of funds across the secondary sector in Devon. We expect the deficit to be balance by our projected carry forward figure. We are hopeful that an appropriate proportion of the government "Laws money", recently announced that will be added to Devon's budget to go some way to even out the significant amount less per pupil in our county, will be passed through to schools. If we get the whole £189 per pupil this would bring approx. £140,000 or more in. However DC highlights that the drop in funding from last year is significant. Pupil numbers are dropping; at GTS due to the well documented demographic dip in North Devon we expect 753 this coming year followed by projections of 722, 703, 666, and 667 into the future. In answer to a question figures of between 15.6 and 14.83 over the same period were given for our pupil:teacher ratio. DC adds that this just below the benchmarking figure for schools of a similar size. It was noted that as pupil numbers do decline we cannot do nothing, so the ratio will probably remain fairly constant.</p>	I I T I I I I I

2013-14/ GOV/69	Improvement Plan Review	<p>TRA confirmed her intention to get the new Improvement Plan down to a four page document; three pages are completed so far. TRA will send the Plan to Governors on completion via the Clerk. Review of the SEF shows that as completed. We are well on the way in Teaching and Learning towards becoming outstanding. Thanks are due to Jon Stanier and Gill Clayton for their leadership and to all staff who have displayed a willingness to improve and put in both time and effort to do so. We hope the pupils reap the results. Plans and practice mean we are well on the way to closing all gaps.</p> <p>At an event last Friday the regional Ofsted Inspector told Devon Schools he is sending out warning letters to Schools where the gap is too great; Many schools in Devon received this letter we did not get one. Governors will need to consider what specific challenges they should lay down for TRA regarding continuation of improvement over the next twelve months.</p>	<p>I TRA RE I T T I I</p>
2013-14/ GOV/70	Budget 2014-2015	<p>DC proposed that the budget sent out in advance of the meeting and recommended by Finance Committee should be adopted for the 2014-2015 financial year. SA seconded the proposal and this was carried unanimously.</p>	<p>D</p>
2013-14/ GOV/71	Items Brought Forward Through the Chairman	<p>TRA reports that it is now known through a freedom of information request to the DfE that there was considered to be a moderate risk of financial insecurity to two secondary schools in the immediate vicinity of Route 39 School if it were opened but it was allowed to go ahead anyway.</p> <p>TRA gives Governors a paper on teachers' 1265 hour proposals for next academic year. She draws attention to a contentious section which may be an issue with those taking action short of strike action. TRA believes there are extenuating circumstances or she would not ask for this commitment this view has been shared with staff. Also the total is under by 5.5 hours [I inset day] please amend. The document is accepted with this amendment. There is discussion on parental contact which includes reference to a return to Parents Evening by popular request. KR says she has noticed an improvement in contact over the period of the registration of her two children.</p> <p>AH apologises and leaves [family commitment] during this item.</p> <p>MB reports the matter referred to in his paper [copy attached] seems to have been resolved; thanks to LK for her input. SB says she did not see the connection to staff changes; TRA adds further detail regarding correspondence she received. She adds that this matter caused a significant amount of stress to SLT members which was quite unacceptable</p> <p>MB discusses the implications of proposed building close to the school. An ex-Governor had written a letter asking if Governors felt able to support an application to build a number of properties. The site was clarified and no one was against MB [as Chairman of Governors] submitting a letter saying this would be good for the school which expects to be operating under capacity into the foreseeable future.</p> <p>MB said farewell to Lorraine Kenneally and thanked her for her support to the School, not only as a Governor.</p> <p>SA, as Vice Chair gave a vote of thanks to Michael Bamborough on behalf of Governors as his service as Chairman of Governors comes towards an end.</p>	<p>I I I I I T I I D T T</p>

2013-14/ GOV/72	Dates & Times of Meetings	<p style="text-align: center;">2014</p> <p>The meeting calendar for next academic year needs amendment so will come to the next meeting which was confirmed as 13th October.</p> <p>Teaching & Learning, Meeting Room 1, Monday 29th Sept. at 5pm Personnel, HT's Office, Tuesday 30th September at 5pm Premises/Finance, HT's Office, Monday 6th October at 5pm Full Governors' Meeting, L5, Monday 13th October at 5pm with a Presentation at 4.30pm</p>	I
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The meeting closed at 6.18 pm.