

## GOVERNING BODY MEETING, Tuesday, 27<sup>th</sup> March 2018



Potential Attendees	Initials	Position	Comments
Tracey Amos	TRA	Head Teacher	Present
Robert Hemsworth	RH	Parent Governor	Present
Paul Jarrett	PJ	Co-opted Governor (Joint Vice Chair of Governors)	Present
Lucy Meardon	KLM	Parent Governor (Joint Vice Chair of Governors)	Present
Ian Newberry	IN	Parent Governor (Chair of Governors)	Present
Vacancy		Staff Governor (Non Teaching)	-
Simon Robilliard	SR	Staff Governor (Teaching)	Apologies
Jacqui Royse	JSR	Deputy Headteacher (Non Governor, SLT Representative)	Present
Douglas Smith	DS	Member Appointed Governor	Present
Peter Villiers	PJV	Member Appointed Governor	Not Present
Lesley Wall	LW	Co-opted Governor	Present
Vacancy x 2		Member Appointed Governor	-
Annette Yates	AY	Co-opted Governor	Not Present
Vacancy x 2		Parent Governor	-
Rose Elliott	Clk	Clerk to Governing Board	Present

# MINUTES

**D** marks a Decision, **I** Information shared, **R** denotes a Recommendation, **Q** highlights a Challenge, **C** marks a completed item, **O** signifies Ongoing and Initials are for Action by that person.

2017-18/ GOV/51	<b>Apologies</b>	Apologies had been given by SR and AY [working]; these were sanctioned.	<b>I,D</b>
2017-18/ GOV/51	<b>Conflicts of Interest</b>	No conflicts declared for this meeting or changes to statements of interest.	<b>I</b>
2017-18/ GOV/53	<b>Minutes of the last Meeting</b>	Minutes, including Part 2 minutes, of the meetings held on 6 <sup>th</sup> February 2018 were reviewed, accepted as true records, and agreed for adoption.	<b>I,D</b>
2017-18/ GOV/54	<b>Matters Arising from the Minutes</b>	It was noted that a request for unpaid leave had been granted.	<b>I</b>
2017-18/ GOV/55	<b>Actions from the last meeting</b>	<b>2017-18/GOV/08.</b> Excellence for All to be discussed under item 64.	<b>I</b>
2017-18/ GOV/56	<b>Policies for Review</b>	ABL is working on the Restraint Policy and plans to bring it to the next Resources meeting.	<b>I</b>
2017-18/ GOV/57	<b>Pupil Premium Report</b>	JSR presented the Pupil Premium Report which is available on the T drive. It was reiterated that GTS believes the best way to impact the disadvantaged is through high quality teaching and learning alongside support from Pupil Coaches. We	<b>I</b>

		<p>also include other pupils in this provision. Our E&amp;I for pupils and CPD for staff is covered under this umbrella. Yr 11 feedback is that the English and Maths support was very helpful in their improvement over time. E&amp;I does involve some pupils in extra off timetable work. Other pupil premium pupils nationally got minus 0.4 compared to GTS pupil premium pupils who got 0.02 which is positive. It was noted that SLT and part time staff are exempt from CPD as this cannot be managed this year on our restricted budget. JSR also referred to <b>CEIAG</b> which will be reported on at the next T&amp;L meeting. A positive with E&amp;I is that staff and people, other than teachers get involved.</p> <p>Governors applauded the success of this work, encouraged it to continue but also asked if SLT had looked at what else is working nationally. TRA advised that there is nothing available at present to beat our scheme. We are continuing on the same lines for 2017-18.</p>	I I I
2017-18/ GOV/58	<b>Equality Report</b>	<p>JSR presented the Equality Report which is available on the T drive. This is the first year of evaluation of our revised Equality Policy. We have to show how we monitor, sustain equality and prove our application of the Policy. The fact that pupils move into and out of SEN support [not EHCP] leads to unreliable data. We have to rely on case studies for evidence for our pupils who have a wide variety of needs and who are moved out of the SEN additional support as they progress. The requirement is to compare against those not disadvantaged. Progress 8 data differs from year to year so not helpful to draw conclusions there also Ofsted use figures to one decimal place and the DfE to two d. places</p> <p>SEN is measured against all students nationally, We are a school where pupils are openly LGBGT, the culture has shifted however this is not the case for all pupils after they leave here. Prevent does not fall under this category [page 6]. The Day of Differences was very powerful. The Report was accepted.</p>	I I D
2017-18/ GOV/59	<b>Committee Matters</b>	<p>Resources reported the sanction of the provision of gender neutral toilets and upgrading of one food room.</p> <p>It was also reported that there are two prospective Governors being considered by Members at their next meeting for appointment as Member Appointed Governors, there were no objections.</p>	I
2017-18/ GOV/60	<b>Business Manager Post Update</b>	<p>CW attended briefly and received thanks from the Governors for his service to GTS and their meetings.</p> <p>After obtaining quotes it had been agreed in Resources to contract the services of the Dartmoor MAT finance team. Suzanne Kift [Chief Finance Officer] and Margaret Cologne-Brookes [School Business Manager Okehampton Primary] will be in school on a regular, part time basis to cover specified duties and responsibilities of this post. Rose Faulkner will have increased finance duties and responsibilities. Jo Pateman [employment contracts], and Mark Carter [premises] will have increased responsibilities. Jon Buss will become Head of Operations, Ben Clarke will have increased duties and responsibilities regarding ICT.</p>	I I
2017-18/ GOV/61	<b>Snow Closure</b>	<p>It was reported by IN and TRA that they had taken all decisions regarding the need to close the school with risk management a priority and erring on the side of caution, as well as timely posting of information [5pm for next day] to allow parents time to make their arrangements too. We had both red and amber weather warnings to consider, as well as staff availability information, likelihood of freezing on top of the snow and difficulties of closing during the day vis a vis transport and pupils potentially returning to unsupervised homes.</p> <p>Governors retrospectively endorsed the decision making process and outcomes.</p>	I D
2017-18/ GOV/62	<b>SIP Review</b>	<p>Now overtaken by new SIP and a new plan in the making.</p>	I
2017-18/ GOV/63	<b>SEF</b>	<p>TRA reported on the document which is now in a new format, the draft form is on the T drive however governors had not had a chance to study it. TRA advises that it is not mandatory but there would be a high risk if we went without. The</p>	

		<p>background is that the key judgements have been used to create the blocks to be in line with the new Ofsted Framework. We will input where we assess we are and where evidence of such can be found. This will be held on the T drive and there will be connectivity with the excellence for all document. The framework for the improvement plan is the next step. We perceive a weakness in <b>SEN</b> with our in school variation rising as highlighted in T&amp;L by JSR but we are short of funds to move some things forward. Our <b>curriculum</b> has some weaknesses but also massive strengths [awards received]. Our next focus will be Year 8 bringing a modified continuation of the L Bacc. <b>Safeguarding</b>; we do all we can and this is well evidenced. There will always be issues for individuals but we will be judged on how we respond. <b>Subject knowledge</b> potential weakness but not peculiar to GTS. Things are still settling down in the new curriculum. For example the Maths exams were set at such a hard level it turned out that the pass mark to achieve a level 4 was 18%. This Summer sees the first batch of results in the next tranche of subjects to follow English and Maths. We are pushing for subject enhancement courses at the Teaching School. <b>Planning</b> improved once we went to 100 minute lessons. We will be setting discussion on the value of <b>homework</b> in the Improvement Plan and considering how to improve feedback to parents. <b>Attendance</b> is getting worse nationally; here at GTS a very few individuals significantly skew our otherwise excellent level. We are taking action to provide evidence to ensure that such skewing in this and other areas does not have such a detrimental effect on school data in the future. RH apologises and leaves for an appointment 12.15pm</p> <p><b>Bullying</b>; we don't believe we have a problem but are always looking out for it and will deal with it robustly should it arise. <b>Outcomes; Governors</b> take the view that they seek to ensure the School continues to progress throughout this period of financial constraint [Budget allocation 4.2 m in 2013, 3.8m in 2016-17. Please ask any questions you have on the document in the next round of meetings in May.</p>	I
2017-18/ GOV/64	<b>Excellence for All</b>	We will arrange a separate meeting to complete our Governance section.	I IN
2017-18/ GOV/65	<b>MAT Update</b>	IN reports that an official letter has been sent requesting that we commence investigation into joining the Dartmoor MAT. The next step is for us to carry out due diligence on them, a working party made up of IN, PJ, LW and RH will undertake this. IN to agree dates. They are currently very involved with setting up their new MAT and the academisation process. RH asked a question which was taken in Part 2	I Q
2017-18/ GOV/66	<b>New Primary School</b>	A representative of the Local Authority has been in contact with TRA and with Gt Torrington Bluecoat School regarding the provision of additional Primary School places in Torrington. Initially a 100 on roll school was proposed which involved housing Yrs. 5 and 6 on GTS grounds; this was not supported by the Bluecoat School Governing Body. The latest proposal is for an all through school with a Primary roll of 210. There is also the possibility of a total new build on our site for ages 5 to 16. This is exciting news; the lead time could be 5 years but the need for primary places is quite urgent. The LA are in regular contact with TRA who expects to have more information in time for the next Governors' meeting.	I
2017-18/ GOV/67	<b>Items Brought Forward Through the Chairman</b>	IN advised the Governors that the Clerk to Governors has resigned her post with effect from 30 <sup>th</sup> April 2018; however arrangements are in place for Agendas to be prepared for the May meetings. RH and KLM have registered as verifiers for the Duke of Edinburgh Scheme; GTS have achieved 11 Bronze Awards to date this year. Safeguarding training is suggested for the next staff training day.	I

2017-18/ GOV/68	<b>Dates &amp; Times of Meetings</b>	<p style="text-align: center;"><b>2017 – 2018; Meetings will normally be held in the Board Room</b></p> <p><b>Teaching &amp; Learning</b>, Tuesday <b>8th May</b>, 9.30-11.30am  <b>Resources</b>, Tuesday <b>15<sup>th</sup> May</b>, 9.30am -12.30pm  <b>Full Governors' Meeting</b>, Tuesday <b>22<sup>nd</sup> May</b>, 9.30-11.30am</p>	I
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The meeting closed at 12.45 pm

**Action Log**

WHO	WHAT	BY WHEN	Reference
IN/Clerk	Agenda Governance Review of Excellence for All	ASAP	2017-18/GOV/64
IN/Clerk	Agenda SIP Behaviour Priority 3	May FGB	2017-18/GOV/44
IN	Arrange working party meeting(s)	ASAP	2017-18/GOV/65

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