

HINCHINGBROOKE SCHOOL GOVERNING BODY

'To inspire excellence and fulfil potential'

Minutes of the meeting of the full Governing Body held Thursday 13th October 2016

Present:

Mr Paul Fenney - Chairman

Mr Andrew Hobley

Mrs Mazzie Bartimus

Mr Andrew Goulding- Principal

Mr Bev Curtis

Ms Karen Silcock

Mr Martin Joyner

Mr John Brown

Mr Andy Rankine

Mrs Meryl Chisholm

Mr Matthew Ryder

In attendance: Dr David Riddick (Director of Operations), Mr Simon Cooke (VP-Performance & Creativity), Mr Lee Walker (VP- Enterprise & Enquiry), Mrs Rosie Eacott (PA to the Principal) and Mrs Susan Homewood (clerk).

Welcome and introductions

Mr Matthew Ryder was welcomed to his first meeting as a recently elected Parent Governor.

Mrs Martine Benjafield has resigned from her position as a Support Staff Governor due to family commitments which have prevented her from attending a number of meetings over her two year membership; there will be an election for a new Support Staff Governor after the half term break.

Mr Ager has resigned from his position as a Co-opted Governor due to personal commitments and Governors expressed their thanks for his contribution to the Premises Committee as the governor with responsibility for Health and Safety; the position will be advertised after giving consideration to a new process for recruiting Co-opted Governors and to the current skill vacancy (see Item 7.5 below).

1. Apologies for Absence: were received from Ms Anna Nightingale, the reason for her inability to attend was accepted by all present.

2. Declarations of Interest

Mr Joyner, Mr Fenney, Mr Brown – Trustees of the FHS

Mrs Bartimus – Trustee of FHS/ an employee of Cambridgeshire Education IT Services

Mr Curtis – shareholder interest in the school's personnel provider EPM

3. Election of Chairman and Vice Chairman

Chairman – there being no other nomination Mrs Chisholm was elected to the post of Chairman by a unanimous vote for a period of one year; due to personal commitments she will take up the post from January 2017 and Mr Fenney will continue to hold the position of Chairman until the New Year.

Vice Chairman – there being no other nomination Mr Curtis was elected to the post of Vice Chairman by a unanimous vote for a period of one year to commence with immediate effect.

4. To approve the Minutes of the Meeting held 16th July 2016. These were signed as an accurate record

5. Matters Arising (not elsewhere on the agenda)

Item 5 Governor Induction Process: Ms Silcock is currently reviewing the process; the outcome will be carried forward to the next meeting. **ACTION KS/CHAIR**

6. To Complete Register of Pecuniary Interests

Forms were distributed for completion by all present, to be returned to Dr Riddick.

ACTION ALL

7. To provide Strategic Leadership

7.1 To adopt the Academy Code of Practice and Standing Orders

Signed

Date

Page 1

a) Code of Practice: following discussion it was agreed that Ms Silcock will review the wording and advise the Chairman of amendments with regard to electronic communication; there was overall agreement that governors should have due regard for this document. **ACTION KS/PF**

b) Standing Orders: no changes were made to the Standing Orders other than to update the name of the Clerk and the date of adoption. **ACTION CLERK**

7.2 To agree Terms of Reference and Powers of Delegation to Committees

Ms Silcock to review all ToF R; F&P document must comply with the Academies Financial Manual **ACTION KS**

7.3 To approve Delegation of the Power of Dismissal to the Principal

Governors unanimously approved delegation of initial power of dismissal to Mr. Goulding.

7.4 To confirm the Principal's Performance Management Review and the panel members

This will take place later this month, date to be confirmed. Panel members are Mr Fenney, Mr Curtis and Mrs Chisholm. Governors have engaged the services of a professional consultant to assist with the process; a report to be returned to the Governing Body. **ACTION PF**

7.5 To confirm Committee Membership and Governor Responsibilities

Committee membership, responsibilities and vacancies were confirmed; Mr Fenney to join F&P to replace Mr Ager and the Health and Safety link governor position remains unfilled.

Governors thanked Mr Curtis for his work on the recruitment process for Co-opted governors, they agreed the new process and reviewed methods of advertising through local radio, newspapers, social media, the school website and the Alumni association; Mr Fenney to draft an advertisement and liaise with the Principal. **ACTION PF/AEG**

7.6 To receive an update on the Ouse Valley Partnership

Governors discussed the value of the recent meeting and the Action Plan is now being implemented with the possibility of expanding the Partnership to include Cromwell Community College in Chatteris and a number of local primary schools. An external advisor will validate achievements against the Action Plan and will generate a report which will come to the last meeting of the FGB in July 2017 in order to assess the outcome of the relationship, the consultant fee to be paid from the agreed £1000 per school partnership contribution. The next meeting of the Partnership will take place in January 2017 and governors requested a copy of the Action Plan. **ACTION AEG**

7.7 To confirm Governor Training:

- Report on Governors Autumn Termly briefing: a number of governors attended the meeting which analysed summer results across the county; provided an update on Safeguarding and a checklist of other items for attention.
- November 3rd: Understanding PiXL .
- November 28th run by the NGA and the CTS, the school can have 6 free places; the clerk has emailed information.
- Spring term February 22nd: The role of governors in the Curriculum Review.
- Summer term June 8th: Understanding support systems e.g. Doodle.

8. To Ensure Accountability of the SLT for the Educational Performance of the School

8.1 To receive headline exam results for summer 2016:

KS5 results show a slight improvement on 2015 and were generally on a par with the last four years. Average Point Scores (APS) show signs of improvement across all students and Alps scores show that the school is currently just above the national average at 4-5 with a target of 3. Overall outcomes are better for girls than boys. A tendency to overestimate the impact of interventions led to over predictions for the top grades.

KS4 results have improved steadily in every key indicator with Progress 8 and Value Added showing the most rapid increases, the Progress 8 figure of 0.26 places us in the top 30% of schools which is a significant improvement on last year. We have made significant increases in each of the Progress 8 'pillars' and also the gap for disadvantaged students has reduced further this year. There is still too much inconsistency within and between subjects and results analysis indicates that there needs to be a much more consistent approach in terms of assessment regularity and prediction accuracy.

Governors thanked the staff for their dedication, hard work and improved results for 2016.

Signed
Date

8.2 To receive the Principal's Report

A number of points were highlighted:

- Attendance: the new Persistent Absence (PA) benchmark and the outcome of a recent court case are causing concern and increasing workload for the Attendance Officer.
- All staff are very committed to the SDP priorities and morale is good following last term's Ofsted outcome.
- New staff have settled in well and all Performance Reviews have been completed.
- The growth in external students is encouraging but the fall in internal enrolments is a concern and is as a result of middle ability students drifting towards apprenticeships and college courses. IAG is important for getting students on the correct courses and the sixth form team will be investigating and reviewing their guidance process.
- In pursuit of the Arts Council funded 'Arts Mark' Award the Performance and Creativity Directorate will be sharing best practice across departments and aiming to achieve recognition for arts in education and in the community. There was a request for a governor possibly from the D&W committee to work with the department; more information to be emailed to governors and to be an agenda item at the next D&W meeting on 16th November.

ACTION SAC/ JB

The DfE no longer allow single academy conversions and the national trend towards Multi-Academy Trusts (MATs) is growing and with this consideration Hinchingsbrooke must not be left behind. Our biggest threat is the continuing funding crisis and with moves to implement 'fairer funding' delayed by a year the MAT model is potentially a way of securing additional funding to off-set the lack of resource for individual schools. It is also proving to be an effective way of securing efficiencies through potential back office savings of a practical benefit.

With the demise of the LA and encouragement from the DfE for schools to form MATs that are self-running and the moral duty to share our expertise with other schools that require improvement there has been some pressure from the Regional School's Commissioner for us to form our own MAT and a potential sponsor, with no educational background, has visited the site and wishes to make a return visit.

This is a very important strategic issue for the school and governors must consider whether a stand-alone academy is too limiting and whether the Ouse Valley Partnership is a sufficient arrangement going forward. Any amalgamation would require financial planning and calculation and must bring educational benefits to the students. The Chair of Governors will be involved in any return visit by potential sponsors and beyond that the more governors that are involved in the process the better as they will have first-hand knowledge if a decision is to be made.

A draft document to show how a MAT would operate will be circulated to governors with a recommendation that they should seriously consider this as an option.

ACTION AEG

This item to be returned initially to the next Strategy Committee meeting in January

ACTION PF

8.3 To confirm dates for Governor Visits

Autumn term 2016: Disadvantaged/closing the gap - 10th November 10th 11-2.30pm: Mrs Chisholm, Mr Fenney and possibly Mr Rankine, programme to be emailed

ACTION AEG

Spring term 2017: Tutoring

Summer term 2017: Sixth form and Resources

8.4 To receive committee reports:

Strategy 23rd September: the committee discussed the admissions process and agreed to continue using the LA services with regular reviews; received a sixth form update; reviewed the process for monitoring the Strategic Plan; reviewed the ICT strategy, succession planning and approved two policies on Performance Management for both teaching and support staff.

Curriculum & Standards: 28th September: there were no further comments.

8.5 To confirm the signing of the LA Child Protection Audit

This has been submitted electronically and Mrs Bartimus to follow up any Safeguarding issues and governor training on Child Protection. Policy approval dates to be confirmed

ACTION CLERK

9. To Ensure Effective use of Resources to Support Learning

9.1 To receive committee report from Finance & Premises 6th October: Mr Joyner outlined the items covered and the discussions around the financial situation; the Curriculum Review may result in savings but these must be in the context of improving the education, outcomes and experience for the students.

Signed

Date

Page 3

Update on current budget situation: The rolling deficit for 2016/17 is now £70k assuming additional income streams from sports and parking and with a number of structural problems to be tackled. There were no further comments.

10. AOB: Governors thanked Mr Fenney for acting as Chairman for the last three years in advance of his departure from the role in January.

11. To review the meeting: there were no comments

Dates of next meetings were confirmed as:

Pay Review Committee Meeting Monday 17th October 10am: Mr Joyner, Mr Fenney, Mr Brown

Training evening Thursday 3rd November 7:00pm (in Hbk House)

Business meeting -Thursday 2nd March 2017 at 7:00 pm

Autumn term school events for governor information:

Autumn term concert 20th October 7pm PAC

Sixth form Open Evening 2nd November PAC

KS4 Awards Evening 10th November 7pm PAC

Parent Forum 12th December

'A' Level certificate collection evening 13th December PAC

Carol Concert 14th December 7pm PAC

The meeting closed at 8.55pm