

Minutes of Full Governing Body

Date: 10th July 2013

Time: 6.00 p.m

Venue: Library

Persons Present

Ian Appleton	Tamsin Leyman
Jackie Barker	Shaun Isaac
John Lawrence	Dawn Bushrod
Pep Monk	Graham Pike
Sue Merry	Phil Ward
Heather Holmes	Heather Lawrence

In attendance

Sandra Wren (Clerk)	
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Apologies

Kevan Walsh	Hadleigh Garland
Dawn Bushrod	Tony Jerrett

Action Points

No	Action	By Whom	Timescale
	Pupil Premium – Ofsted document to governors	SM/Clerk	ASAP
8	2013/2014 Meeting dates – Clerk to review and resend to governors	Clerk	ASAP

No	Agenda Item	Action
	<p>Pupil Premium Governors were advised on the background of pupil premium and how it is used. The current rate is £900 per student, which equates to 202 students at the college, equal to £177K. Pupils entitled to FSM are only half as likely to achieve compared to those students not on FSM. Hampshire are 35% below the national average of 57% of FSM students achieving 5A*-C. Questions have been asked as to the reasons behind this. Ofsted will ask questions as to how this premium is being used to help these students. Staff have recently visited other schools to see how they use pupil premium and have brought good practice back to TSC. This premium also has to be identified within the school budget and governors need to be aware of its allocation, purpose and the plans in place to spend it. This information also needs to be published so parents are able to access this information through the college website. Governors are made aware through regular committee meetings.</p> <p>Effective feedback from recent inset training, knowledge about when and how to use particular strategies for learning, self-regulation, peer tutoring, early intervention, one to one tutoring, ICT, phonics and parental involvement are all areas that work to improve pupil attainment. High impact – low cost, Ofsted will be looking for cost effective impact.</p> <p>Pupil premium is also used for breakfast club, after school programmes, multi-agency teams, parenting support and allocation of best teachers to disadvantaged children.</p> <p>Data is gathered to assess those pupils who are in need and where pupil</p>	

	<p>premium can be used. Speaking and learning levels, literacy and maths achievement, absence and exclusions, personal and social development and the level of parental involvement are all used to gather this information. Ofsted will look for disadvantaged pupils and how we are narrowing the gap, how this is done and what the impact has been. Have we narrowed the gap on 5A*-C? Early indications show it will be lower this year at around 20% but we will be able to show the progress made. A governor asked if this applies to English and maths only. No this is across the board but English and maths will be looked at closely.</p> <p>Successful schools share the following characteristics as TSC:</p> <ul style="list-style-type: none"> • careful ring fencing of funding • focus on support for disadvantaged pupils to achieve the highest levels • analyse which pupils are underachieving • research evidence • best teachers • use of achievement data • support staff being highly trained • pupils receiveing clear and useful feedback about their work • ensuring a designated senior leader has a clear overview of how the funding was being allocated and the difference it is making to the outcomes of pupils. <p>Teachers were also aware of the pupils who are eligible for pupil premium and that a clear policy was in place on spending. Well targeted support was provided, with clear and robust performance management and governors being thoroughly involved.</p> <p>Governors discussed the effectiveness of support staff and were shown a tracker system being used for pupil premium. All information relating to pupil premium is up to date and ready should Ofsted attend. Staff are aware of their pupil premium pupils and how the money is being spent on them.</p> <p>SM to send Ofsted document regarding PP to clerk.</p>	
1.	<p>Welcome, Apologies, Pecuniary Interests All welcomed to the meeting. Heather Lawrence was welcomed to her first meeting. All governors introduced themselves. Apologies received and accepted from KW, HG, DB and TJ. There were no pecuniary interests for this meeting.</p>	SM/Clerk
2.	<p>Minutes of previous meeting Item 3 to be changed – Head of Science is not being replaced. Once changes made minutes were agreed a true record.</p> <p>Matters arising including action points Engagement with parents – this is an agenda item.</p> <p>AOB items for consideration later in meeting SI has an additional agenda item.</p> <p>Correspondence Details of the work carried out by TL and History department explained to governors and the letter of thanks received.</p>	
3.	<p>Head Teachers Report As per report previously sent to governors. NOR: Year 10 173; Year 9 179; Year 8 126; Year 7 143 Year 11 173 (left on 28th June)</p> <p>Staffing: At the present time we are fully staffed for September and are able to deliver the curriculum we want to.</p> <p>Building Work: The caretaker's house had been progressing well until a local councillor decided to put a preservation order on all trees on our site. If this includes the leylandii trees then this is not acceptable. We had placed an order for a tree surgeon to carry out work on trees which cause danger and are a safety risk. Each time we need trees pruned it will cost the college money.</p>	

	<p>This is not acceptable and the college will be appealing against this action. Governors agreed that an appeal must be made especially with every tree in the grounds having a preservation order placed on it. HCC have been advised that we will be appealing against this decision. A suggestion that NFDC are invited to visit the college to discuss the blanket preservation order and how it will affect health and safety of all who visit the college. This is a totally irrational decision and a waste of public money. Governors will be advised of the outcome.</p> <p>Curriculum - Governors discussed how changes to the new GCSE specifications will affect the college. It appears that schools will be measured on their best 8 results, comprising of 3 groups of subjects: A English and Maths = 2 subjects B EBACL – History, Geography and a Science, Computing, an approved language = any three subjects C Others – Other GCSE courses and approved other subjects e.g. Btecs – a maximum of 2 non GCSE courses = any three subjects.</p> <p>Curriculum models have been looked at for coming years.</p> <p>Training – Planned inset days are 3rd September 2013, 23rd September 2013, 13th December 2013, 24th January 2014, and 4th July 2014. Agreed by governors.</p> <p>Student progress – details as per report from P&C meeting and previously sent to governors.</p> <p>Primary Liaison – a significant amount of liaison has taken place with our partner primary schools in the second half of this term. This liaison will help increase our profile and improve our NOR to the school in the future. The college has again been in the local press reporting on our enrichment day.</p> <p>GP was pleased to see students enjoying themselves at the recent prize giving and wished to congratulate the college on all the work that took place for it.</p>	
<p>4.</p>	<p>Reports from Chairs PCW – Update from this meeting with regard looked after children. A year 11 student has now left the school and a year 9 student has returned to live with a parent. This was the aim when the student first started with us and they are happy to be back home. This student has achieved so much during their time with us. Another looked after student has done exceptionally well in maths and reading. In September we will have an additional looked after pupil in year 7. P&S – As per report. B&F – As per report. P&C – As per report.</p> <p>Policy Review: Sex Education & Relationship Policy – Agreed by governors Nutrition Policy – Agreed by governors Governor Expenses Policy – Agreed by governors Gifted & Talented Policy – Agreed by governors Fire Safety Policy – Agreed by governors DDA&SEN Policy – Agreed by governors Child Protection Policy – Agreed by governors Charging Policy – Agreed by governors Behaviour Policy – Agreed by governors</p> <p>TOR Review for all committees agreed by governors.</p>	

	<p>Budget Review Budget 2013/2014 Current expenditure budget £4,331,081 (four million, three hundred thirty one thousand, eighty one) Current income budget £4,219,280 (four million, two hundred nineteen thousand, two hundred eighty) Current budget and variance £111,801 (one hundred and eleven thousand, eight hundred and one)</p> <p>5. Standards of Governance & Accountability (EFA Letter) As per details previously sent to governors. Governors agreed that all bullet points related to in the letter are in place at the college and that these are carried out very well. Governors need to be assured that financial matters are in hand. SI as RO confirmed that all bullet points are already in place. The only one area for us is that of energy supply and the connection this has to KW. However, KW has been totally up front and has welcomed other tenders to be sought. This has already been carried out and reasons for choosing a brokerage to source our energy supply, which happens to have one of our governors on board, can be evidenced.</p>	
<p>6.</p>	<p>Statement of Intent/Draft Pay Policy Local authority schools, from September 2013, will have to adopt the new pay and conditions document. Along with most academies in this area we are deferring this for one year. Changes to the new pay and conditions mean that automatic pay progression will stop and therefore there will be much more accountability. Education Personnel have completed a mock policy which has been taken to trade unions for consideration on our behalf. This has also been looked at through P&S committee. The new pay conditions allow IA to offer a salary for a post and for it to stay at that salary. This pay policy will take the college through for one year and governors are recommended to adopt this policy without change. During this year, a statement of intent will be put out to staff detailing the intention of the GB. For 2013/2014 we will pay the 1% pay rise and a temporary TLR3, which is time limited. These are the only changes we are making to the 2012 pay policy. The best staff should be able to progress more quickly and any teacher can apply for UPS. The rate of pay is based on teacher performance which must be substantial and sustained.</p> <p>HCC are proposing an eleven (11) point scale and a teacher performing correctly will move up two points and will take 5 years to reach the top of their pay scale. However, those meeting the requirements only gain one point; those doing exceptionally well, three points. There will be very clear instructions for those on upper pay scales as to how they should be performing and what is expected of them. It is important that we get staff to understand what this means for them and that review will need to be more rigorous. Totality will be most important. Tighter definitions will be needed to show how pay progression is given and the P&S committee will be kept up to date on events.</p> <p>Governors agreed the statement on intent.</p>	
<p>7.</p>	<p>School Improvement Plan Review 2012/2013 Details as previously detailed to governors. Outline for 2013/2014 By September the final plan will be in place. A review of the current SIP has already been sent to governors. An area where progress needs to be improved is the VLE which is being looked at now.</p>	
<p>8.</p>	<p>Review and agree meeting dates 2012/2013 Calendar changes as per discussion. Once changes made updates to be sent to members.</p>	<p>Clerk</p>
<p>9.</p>	<p>Governor engagement with parents Photographs were taken this evening of all governors to enable the profile of governors in the college to be raised – parents should be able to see who our</p>	

	governors are. Governors who attended 'meet the student' commented on how effective this was. IA is happy to set up panels for governors to meet with students, be able to look around the school and to get students views on everything! They are very honest! Governors to look at the school calendar to see where they can be involved in other school events. Parent forum has proved a positive way of engaging with parents.	
10.	Agree dates for professional day closures 2012/2013 As per HT report. Agreed by governors.	
11.	Training JL attended a recent course on pupil premium. Notes from the course are available from JL.	
12.	AOB <ul style="list-style-type: none"> • Information booklet for governors as previously sent by clerk. Governors to look through and advise clerk if they feel additional items need to be included. • Social evening – 20th or 27th September. Governors to advise clerk on preferred date. • SI will be standing down from the role of RO but is happy to liaise/help the next governor who takes on this role. The new RO will need to be in place at the September meeting. Please advise Chair/Clerk if you wish to be considered. • Nominations/consideration for the role of Chair and Vice Chair for the September meeting to be sent to the clerk before the next meeting. • Governor action and improvement plan for September meeting, Details from IA to Clerk Date of next meeting Date of next meeting, Wednesday 25 th September 2013 at 6.00pm	

Meeting closed at 8.00pm