

**Minutes of Full Governing Body
Testwood Sports College**

Date: 7th December 2016
Time: 6.00 p.m
Venue: Learning Resource Centre

Persons Present Jenny Pitman, Paula Kennedy, Nick Gilbert
 Dawn Bushrod, Emma Thompson, Vanessa Ford,
 Jackie Barker, Chris Bell, Alison Platt, Gemma Young,
 Graham Pike, Hadleigh Garland, Nick Whitcher

In attendance

Christina Randles	Clerk to the Governing Body
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Apologies John Lawrence, Tony Jerrett

Action points:

No	Action	By Whom	Timescale
7-12-16/1	Skills Audits to be sent to Training and Development Governor	Clerk	31 st December 2016
7-12-16/2	Amendment to point 16 of the last minutes to be made	Clerk	31 st December 2016
7-12-16/3	SIP to have a RAG coding and appendix for jargon	JP	29 th March 2017
7-12-16/4	Safeguarding survey monkey information to be sent out to governors	JP/AP	29 th March 2017
7-12-16/5	Child Protection Form and Safeguarding Form to be signed by all governors and sent back to Clerk	All	29 th March 2017
7-12-16/6	Policy Review to take place	RW/Clerk/DB	July 2017
7-12-16/7	List of policies to be sent to Director of Finance	Clerk	7 th January 2017

No	Agenda Item	Action
1.	<p>Auditors Review Documentation was passed to Governors by Louise Hastings from Moore and Stephens</p> <p>A new accounting process is in place for this year.</p> <p>The three main changes relate to:</p> <ul style="list-style-type: none"> -Setting of pay for key management personnel -School Reserves Policy -Change to a paragraph on risk and the management of the team 	

	<p>Page 18 Overview of figures for the year ended 31st August 2016 Net income £296,093 deficit Take out fixed asset pot – grant capital income and back depreciation costs and add back any revenue from capital pot and LGPS</p> <p>£74,957 deficit for the year</p> <p>Restricted and un restricted revenue reserves explained to Governors</p> <p>Query raised on restricted and un restricted revenue reserves and what this means</p> <p>Pension deficit – noted increased but the same for all academies due to discounts incorporated</p> <p>£137000 deficit moving forward</p> <p>Main management report – EFA are starting to look at the school producing management accounts every month</p> <p>Maintenance of the front of the building SLA £74000 paid for Buildings SIRA fund School looked after 7 years – Hampshire County Council and not shown in the accounts</p> <p>Last page shows the salary costs – 80-83% guidance – Governors made aware of this – Performance Related Pay and Pension Contributions</p> <p>Audit extremely clean – small adjustments made only</p> <p>Went extremely well and Director of Finance congratulated for the work involved</p> <p>Page 11 – Buildings and Finance Committee needs to be changed to Panel Noted</p> <p>Item 20 – page 37 – conflict of interest – governor for energy – donation from a governor received – both now left - satisfied no conflict of interest Auditors happy that there was no conflict of interest</p>	
2.	<p>Welcome and Apologies Welcome to Dr Emma Thompson and Nick Whitcher – appointed as at 7th December 2016 via Hampshire Governor Services</p> <p>Pecuniary Interests Completed new forms</p> <p>No governors present made a declaration of interest in respect of agenda items</p> <p>Correspondence</p>	7-12-16/1

	<p>No correspondence</p> <p>Appointment of new Governors Dr Emma Thompson and Nick Whitcher Rob Motherwell will attend meetings as an observer until next FGB</p> <p>Confirmation of Edubase information Public record and confirmed as completed</p> <p>Skills Audit To be completed Clerk received further copies which will be scanned and sent to the Training Governor</p> <p>Confirm panel membership and contact details Completed information</p>	
<p>3.</p>	<p>Core subject review – Art Welcome to Becky Hickman - PowerPoint presentation given on a tour of the department</p> <p>GCSE results – disappointing Working hard with Year 10 and 11 to improve Skill wise they are not delivering to the current standard expected Assessment Levels a concern Not showing enough of their individual journey Improvement seen in Year 10 Three projects currently underway Focus on key core skills</p> <p>Current issue with the number of projects being carried out – this being increased with the relevant mock exams. By being increased the college/ students have a choice of what to submit</p> <p>4 assessment objectives – set from KS3 to KS4 – so transition is smoother</p> <p>Analyse Observation Planning Present</p> <p>Verbal assessments need to be in place which run alongside written assessments</p> <p>Most important area is summative assessment</p> <p>Art Club every lunchtime being encouraged – popular with Year 7 and Year 8 – Art Captains in place to assist the club – they have a specific badge</p> <p>Helping with 70th anniversary tree installation</p> <p>Arts Competition – key focus/link on convention of the rights of the child – focus on work to be carried out and presented in the hall – quality judged accordingly</p>	

GCSE Art Trip – Tate Modern

Artist Workshops – Wessex Festival Link

Year 9 Art Trip – Sculpture Park

Primary School Links – running of Skills Workshops

Assistance from Jewsons with materials

Photography Twilight Sessions – doing over a six month period – skills based workshops (Nov) – link with Totton College – exam is set for March 2017 – 12 candidates for Twilight Photography sessions – aiming for four students to take the exam currently in March 2017

Investment in cameras to allow students to understand capturing their pictures rather than them be instant – use of dark room – trial and error and valuable experience

Looking for GCSE to be run as a timetabled option for 2017– Testwood has a dark room available to them – buy second hand equipment but an asset moving forward. Proposal put forward

What sort of investment is needed?

£750-£1000

Networking sources from a provider in Woolston Southampton

Bid for digital work £1000

TLC needed for Art Computers

Looking to retain Colour Printer

£2000 would be needed to allow Art Department to move forward on this project

Do you know the level of student interest?

Proposal to support those students that are more creative and will be structured – would be split into Art and Photography as two separate options

How can plumbing be fixed?

Issue with sinks and lighting currently – unsure currently of how to resolve

Is Art a compulsory subject in the lower school?

No but is studied within college. A significant increase in interest that the college wish to maintain. College wish to be innovative in their approach to support all students of all ability

Comparison against National Uptake?

Not currently aware of but EBAC has had an impact and emphasis is potentially changing in the future

How can we help with this?

Fundraising

Possible Arts Awards availability – would like support with this as unsure of where to begin

Proposal validated as an ideal opportunity for the students – assist with

	<p>Progress and Attainment levels. Seen as positive way forward.</p> <p>If you went back to Slide 1 – current year gradings – linked to old or new gradings? Work still to be done in this area – i.e. A* - C – 64% - (9-14 students) – governor who queried this congratulated Becky on these figures</p>	
<p>4.</p>	<p>Minutes of previous meeting 21st September 2016 Matters Arising Check pecuniary interest information from last minutes</p> <p>12. Open Evening – how did this go? Not as busy but numbers looking positive moving forward – feedback was extremely positive from all involved</p> <p>Staff congratulated on their participation and complimented the students on their passion for the college and what it offers</p> <p>Change to minutes 16. Passed to solicitors not by solicitors – deed of variation to be sent to EFA and Companies House records to be amended. Companies House has been updated and Testwood School will be the new name of the school – deed of variation to be signed on 8th December 2016 – stamped and sealed. Sport and PE to remain a priority focus</p> <p>Mrs Pitman to advise via Newsletter on name change – Governors happy to proceed on this basis</p> <p>Minutes of the previous meeting were agreed a true record and signed.</p>	<p>7-12-16/2</p>
<p>5.</p>	<p>Head Teachers Report</p> <p>667 numbers currently – regarded as healthy – looking at 140 for September 2017 currently</p> <p>On attendance – Year 10 issues A small number have joined – two went straight to Greenwood – those joining the population have caused behavioural issues – trialled managed moves also in place – recommendations for different ways to teach these students are being reviewed moving forward</p> <p>Why have so many Year 9s left? Two moved out of area – house moves – two have gone to other schools locally</p> <p>Discussion of Inclusion issues as in the New Forest numbers are increasing but the school are managing this.</p> <p>Examples of issues explained to Governors.</p> <p>Cutbacks to Mental Health facilities could be a possible issue relating to behaviour and the sizes of classes are increasing – capacity to resource support being considered</p>	

Decisions have had to be made due to major behavioural concerns – the relevant support is not necessarily available outside the school. The school manage this is the best way possible

Hope is that picture will improve after Christmas

1.8 SEN

'Statement' wording changed to 'EHCP'

Leavers and Joiners

Are cover supervisors teachers?

Confirmed as no but do support the learning in the class – have the relevant experience to assist

Member of Art Department leaving confirmed not replacing but looking at how to support

Current vacancies

Appointed IT Network Manager in January 2017 – is ex student of the college - joining from another local junior school – he is currently IT Network Manager there – will be supported accordingly through the transition period

Appointing 2 LSAs on Friday – field of 2 candidates and 4 applied – looking at qualities in Maths and English as a minimum credential

School update

School Shakespeare Event – Hanger Farm – Midsummer Nights Dream on 14th December 2016

'On your bike' initiative involved in – number of workshops being run with the college – in every year group – emphasis on keeping safe and encouragement of this

Continue to be involved in Rights Respecting Schools Initiative and SMSC audits

SEF DIP for Curriculum Leaders in place – departments are set specific deadlines to link in with their aim to achieving outstanding status

Café PSI – Jonty Bloom attended the college – Chris Temple – BBC commentator – hook for boys – delighted to have high profile speakers. Student questions were welcomed. Students heavily involved.

The Hub – branch out into improving attendance – proactive in supporting vulnerable students. Validated that attendance improving. Management of inclusion pupils not so successful currently therefore stepping away from this plan for the time being.

Behaviour

243 students on PAN – looking to reduce this in the Spring and Summer Term

Concern over whether this will be validated – needs to be proposed to County initially. Jenny wishes to familiarise herself with the process initially

What would benefit be?

Potentially reduction to 180 due to demographic issues and monetary concerns

Would that overcome the problem now?

Possibly in the future but needs to be investigated and Jenny will report back accordingly

Teaching and Learning**External validation**

SLT discussion – observed 6 lessons – all good and agreed with 100% - one lesson was outstanding

Why still grading if Ofsted do not do this?

Assists with current Performance Review system – looking to move away from individual judgements in the future – alternatives being proposed

New Form used was presented to Governors as part of the pack.

Consideration being given to good practice being shared in the future within staff structure

Shared ideas with other schools at end of last year. Alternative data may be available to the school

RAISE report

Positive Progress 8 and lower attainment measures .31 – excellent achievement – information shared on PP and non PP students – need to work on middle and high attainment students

Current Year 11 – care on comparisons for last year – due to change from grades to numbers – impact on table provided to Governors as part of the pack

Looking at Year 11s and comparing against last year currently – only directive available currently

English and Maths 1-9 grading system – no grade boundaries published

Local Examiner coming in to assist English Teams – one of English team has applied to be able to assist with the set up of the grade boundaries

Prior attainment – is this KS2?

Confirmed as correct

How are other schools working on the issues?

Focus on Attainment 8 and using Progress 8 as a tracker tool only

Concern over English discussed – Language and Literature examinations will involve pupils retention of knowledge without any supporting tools. A challenge over memory for students

Pupil Premium Report

School using model used by outstanding school – very comprehensive

	<p>Pupil Premium currently 32%? This is high? Nationally it is 28.9% College reduced the gap by 11% last year Reducing amount of money spent on trips and their value</p> <p>What was the main impact in closing the gap and assisting students in their revision? The college offered bespoke activities to support them – this included letter from parents to their own children to encourage them</p> <p>Dermot Murphy working on attendance with other schools to support raising the standards</p>	
6.	<p>School Improvement Plan and Self Evaluation Will be RAG rated – to be available for update at next FGB</p>	7-12-16/3
7.	<p>Reports from Panels All reports presented to Governors</p>	
8.	<p>Complaints Process John sent flowchart and made available to Governors as part of the pack – process explained – discussion of how Head Teacher deals with explained – limited formal complaints within the school – keen not to escalate</p> <p>Confirmation of Prevent Training 20 question survey monkey exercise to be given to Governors in the future Volunteer requested from Governors to make sure it works – Ali Platt volunteered</p> <p>Safeguarding and Child Protection Letter to be signed by Governors to confirm completed and returned to Clerk – briefing handed out Safeguarding Report actioned and made available to Governors within pack – no concerns – thanks to Vanessa 5th January 2017 catch up session – 5.30 p.m.to 6.00 p.m.</p>	7-12-16/4 7-12-16/5
9.	<p>Link Governor Visits/Summary SEF DIPs moving forward and link to SMSC and RR etc. John link in with Emma on Governor Link Visit – Humanities focus Nick to join Tony on Technology Rob to join Vanessa John and Tony will become stand ins in the future</p>	
10.	<p>Feedback on WGB training 16th November 2016 (verbal) Good turnout – catch up on 5th January 2017</p> <p>Paula Progress 8 update</p> <p>Several good questions came from Governors on Progress 8 and Safeguarding</p>	
11.	<p>Responsible Officer Report Detailed report with rolling programme now in place with Jackie</p>	

	<p>In middle of page – issue with photography resources – reimbursement will not be available and concern raised as part of this report</p> <p>Thanks to Responsible Officer on quality of report</p>	
12.	<p>Policy Ratification</p> <p>Agree date and panel for policy review July 2017 Concern over overlap – initial issue over level of policies and see if we can simplify and their renewal dates. Under SPP agenda – Rob – Dawn – meet once every half year and plan 2017/18 – clerk to help with this</p> <p>Charging Educational Visits Governors brought up to date with foreign and residential trips – from Nick Gilbert – co-ordinator – Year 9 Battlefields in France and Belgium 9-11 March 2017 - 39 students to attend 28th - 30th April 2017 – Foxlease – DofE Silver Award Both run for a number of years Pipeline trips Trip to France 7-10th July 2017 to Loire Valley – to replace cancelled trip to Paris – upper school Trip to Berlin – Year 10 and 11 students studying history – flying to Berlin – alternative trip</p> <p>Question raised on Risk Assessment – are these checked? Initial permission verified before planning takes place and are double checked</p> <p>All Governors happy with the trips that has been proposed and the relevant risk assessments that will be carried out</p> <p>Gifted and Talented Sex Education and Relationships Medical Policy – added in update to dates Confidentiality Curriculum Teaching and Learning Assessment Disability Discrimination Act and SEN Equality</p> <p>All ratified</p> <p>List to be sent to Jackie of policies</p>	<p>7-12-16/6</p> <p>7-12-16/7</p>
13.	<p>Government Initiative on Apprenticeship Levy Tax on apprenticeship initiative – no impact on the school currently</p>	
14.	<p>Confirmation of letter has been drafted to parents in relation to the New Forest Partnership Funding and how the monies are to be/have been spent Written to Head Teachers by Jenny – error in this title as not parents To be done by next summer – get individualised bespoke letter – new SGO – name in Head Teachers Report</p>	

<p>15.</p>	<p>AOB Freedom for additional inset day for academies – permission for Monday 27th February 2017 requested - purpose to support Teaching and Learning and assessment due to syllabus changes – to go in end of term letter – will be six inset days in total – to recognise current management of the new systems. Agreed by Governors.</p> <p>Testwood have had a request from David Curry – Parliamentary review – document to be submitted by Jenny – £4080.00 cost - will raise Testwood name as they had been nominated following Ofsted report in 2014. e-document would be provided on website – 200 hard copies also. Content explained to Governors</p> <p>Been done before but have been issues in the past</p> <p>Put into prospectus rather than spend the funds on this? Make reference to invite but would rather put funds into the children – not ideally good value for money</p> <p>Governors agreed that we should not proceed on this basis</p> <p>Ask for assistance in Newsletter for assisting with dark room – write to colleges to see if they can provide photographic equipment</p> <p>Netball courts are a concern – action been taken to rectify this</p> <p>Ask parents to assist with garden – date to be advised – parents to register interest – want to provide more space for outdoor learning – looking at February 2017</p> <p>IMPACT OF MEETING</p> <p>Subject Review of Art</p> <p>Safeguarding and Child Protection focus</p> <p>Head Teachers Report</p> <p>Website panel – team of scrutineers to be agreed Gemma Young, Emma Thompson and Graham Pike – for school changing its name and updating website accordingly.</p> <p>Date of next meeting 29th March 2017</p>	
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Meeting ended at 8.45 p.m.