Samuel Whitbread Academy (SWA) – Governing Body Meeting – Published Minutes - Thursday 22nd May 2025

Item		Action
1	**WELCOME and INTRODUCTIONS** The Chair of Governors advised a new Community Governor (CH) has been appointed to the Governing Board. Attending the meeting in addition to the governors were Clerk (JW), Principal (NM), Vice Principal (IB), Vice Principal (CK), Assistant Principal (AO), Assistant Principal (RG), Assistant Principal (EF), Assistant Principal (LH) and SENDCo (JS). Apologies – Two Governors sent apologies in advance. Apologies were accepted. There was one Declaration of Interest declared regarding the agenda. The new Community Governor advised he was currently also a Governor at Shefford Lower School.	
2	**YEAR 9 & POST 16 OPTIONS** The Vice Principal (IB) highlighted from his report the trends and patterns in Year 9 and Y12 options and answered questions on student surveys, entry requirements and engineering courses. The Vice Principal discussed with Governors about additional classes of Y12 core maths being offered to students studying subjects using statistics to support their studies.	
3	**SAFEGUARDING & ATTENDANCE** The Vice Principal (CK) discussed her safeguarding and attendance report. She highlighted that the annual external safeguarding audit went well and there were no recommendations. She discussed the Attendance Action Plan which includes a tutor pathway if attendance dips starting next academic year. She presented the Attendance Roadmap and process for attendance. She addressed Governor questions about the PSHE and tutor process.	
4	**ENGLISH UPDATE** The Assistant Principal (EF) provided an update on the actions taken since the last governors meeting and the impact of interventions including an English Easter School for Y11/Y13. She answered questions on staffing and KS3.	
5	**SEN** The SENDCo (JS) discussed her report and highlighted that now using TES provision maps. She discussed Functional Skills qualification outcomes and the Lexia reading interventions. She confirmed that the equality objectives meet the public sector equality duties under the Equality Act. She answered questions on Lexia and the impact of interventions.	
6	**PROPOSED CHANGES TO BEHAVIOUR POLICY** The Assistant Principal (AO) introduced himself and discussed proposed changes to the policy. He advised there is two parts one relates to mobile phones and the second part to behaviour accountability and timely sanctions. Governors asked questions about the gradual approach to phone pouching, ear pods, same day detentions, restorative justice and staffing. Governors discussed and agreed the proposal. Governors asked for changes to be communicated clearly with families beforehand.	

7	**PUPIL PREMIUM** The Assistant Principal (RG) highlighted from his Pupil Premium report that Easter School was successful and that attendance is in line with the national average. He answered questions on the PP strategies, student breakfasts, tutoring, attendance and applications to 6th Form.	
8	**GOVERNOR COMMUNITY AWARD NOMINATIONS** The Chair asked that all Governor vote for nominations received from Year 11 and Year 13 Tutors.	
9	**PRINCIPAL'S REPORT** The Principal highlighted the following from his report: • SIA Visit • Safeguarding Audit • Spring Arts evening was a great success, and the rehearsals for the musical, Nine to Five, are progressing well. • DofE Gold, Silver and Bronze are all going very well. • U14 netball national champions, U16s beat boys Rugby school at rugby in the national cup before losing in the semis, good performance by girls and boys at Rosslyn Park 7s and U19 boys lost in the national football final for the 3rd year in a row. • Planning for 2025/26 • Exams • Budget & Staffing • Budget for 2025/26 • Proposed Associate Principals roles Governors asked questions about proposed Associate Principal roles and agreed proposal.	
10	**POLICIES** Governors discussed the policy changes and agreed they were happy to adopt the Special Educational Needs Policy. .	
11	**MINUTES and ACTIONS OF THE PREVIOUS MEETING** Governors confirmed they had read the minutes from the last meeting. Minutes from the LGB meeting on 3rd April 2025 were agreed.	
12	**AOB** • Governors discussed setting work for pupils that are suspended. Governor Link will follow up in their next meeting. • The Chair discussed new Sustainability role and new Governor Link. • The Chair confirmed Governors that had left the Governing Board and new Governor Link roles.	
13	**NEXT MEETING DATE** Thursday 10th July, 7pm. In Person Meeting.	